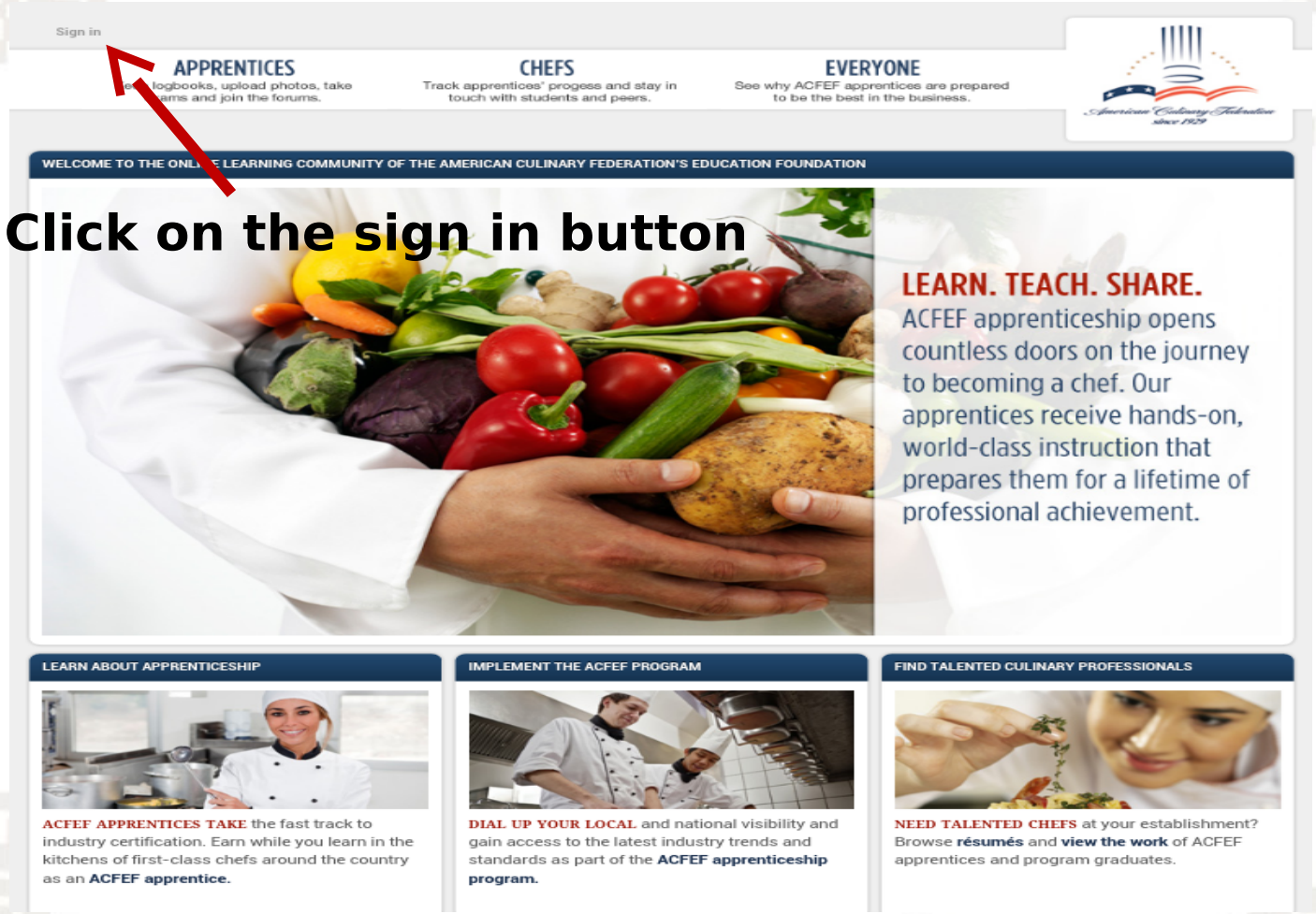
92G Credentialing Program
&
American Culinary Federation Apprenticeship Portal

Portal Website
https://culinaryprofessionals.org/

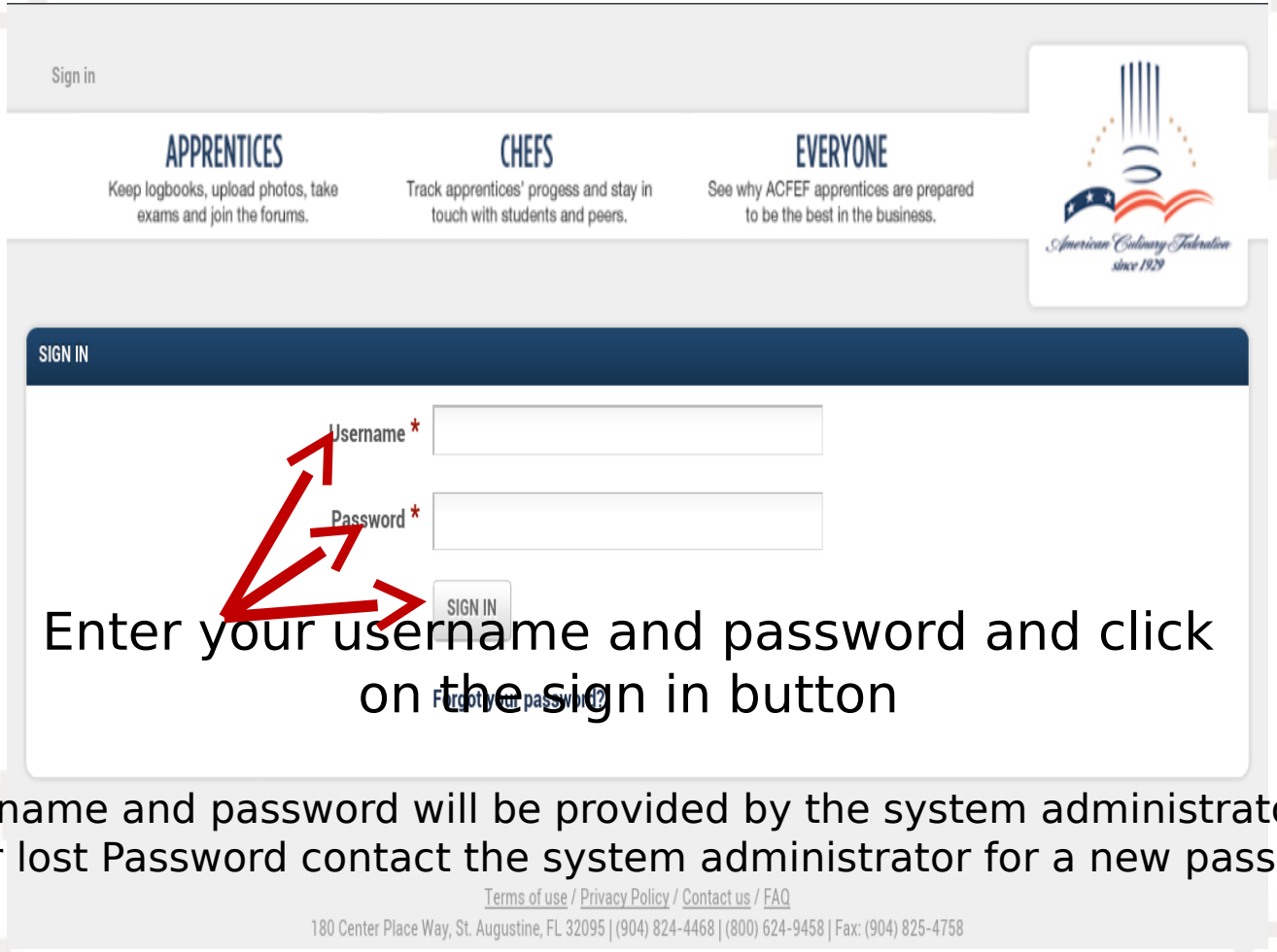
DFAC Manager
Orientation and Training:
Online Portal

DFAC Manager will have all of the privileges that a Training NCO is granted. In addition to these privileges, the DFAC Manager will also have the ability and responsibility to:

- Assign Soldier as a Training NCO
- Add new Training NCO to the portal
- Run reports that cover your program
- View and edit Soldier info in your program

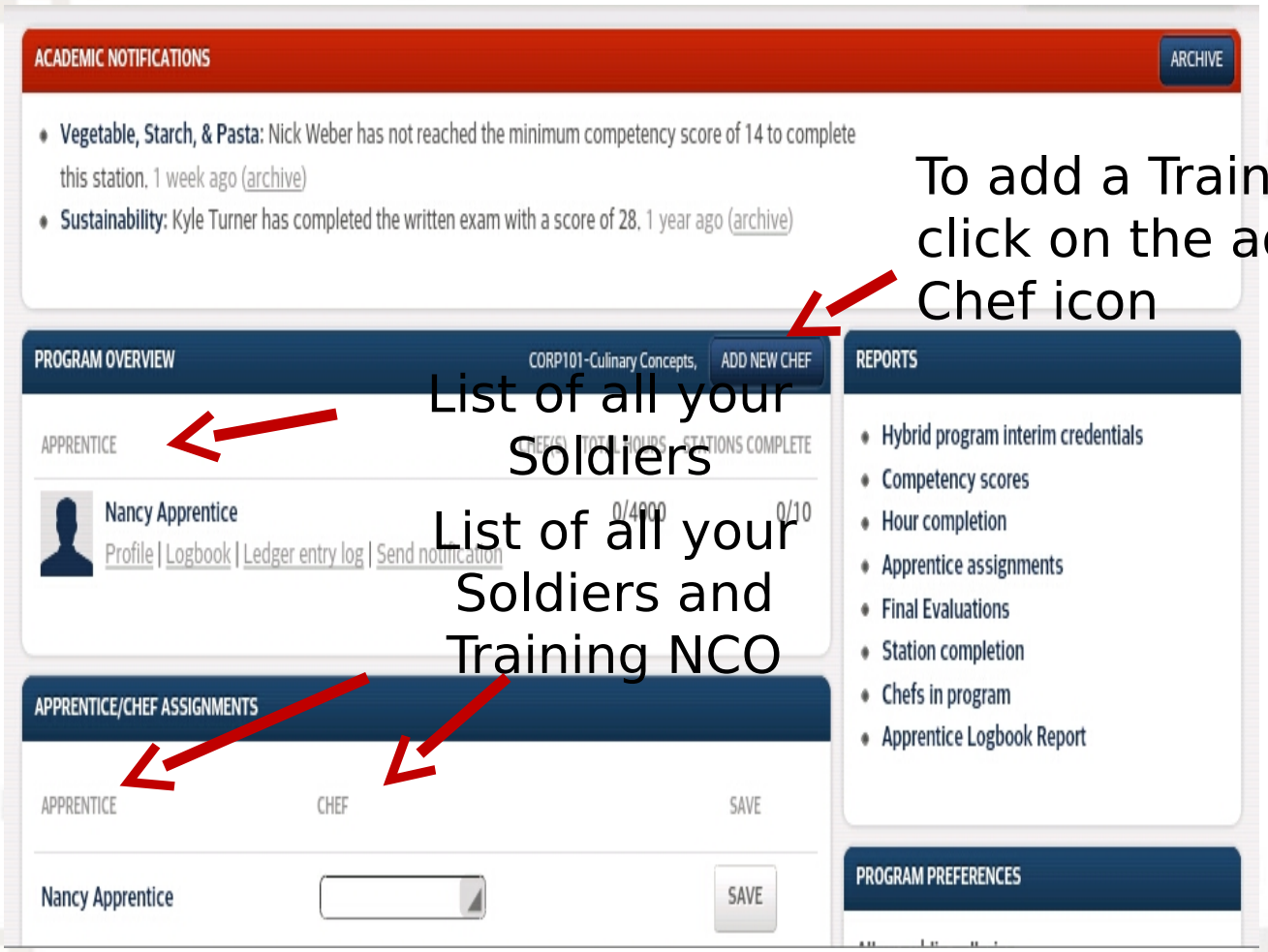

Sign in
APPRENTICES
logbooks, upload photos, take
ams and join the forums.
CHEFS
Track apprentices' progess and stay in
touch with students and peers.
EVERYONE
See why ACFEF apprentices are prepared
to be the best in the business.
WELCOME TO THE ONL LEARNING COMMUNITY OF THE AMERICAN CULINARY FEDERATION'S EDUCATION FOUNDATION
LEARN. TEACH. SHARE.
ACFEF apprenticeship opens countless doors on the journey to becoming a chef. Our apprentices receive hands-on, world-class instruction that prepares them for a lifetime of professional achievement.
LEARN ABOUT APPRENTICESHIP
ACFEF APPRENTICES TAKE the fast track to industry certification. Earn while you learn in the kitchens of first-class chefs around the country as an ACFEF apprentice.
IMPLEMENT THE ACFEF PROGRAM
DIAL UP YOUR LOCAL and national visibility and gain access to the latest industry trends and standards as part of the ACFEF apprenticeship program.
FIND TALENTED CULINARY PROFESSIONALS
NEED TALENTED CHEFS at your establishment? Browse résumés and view the work of ACFEF apprentices and program graduates.

Click on the sign in button


Sign in
APPRENTICES
Keep logbooks, upload photos, take exams and join the forums.
CHEFS
Track apprentices' progess and stay in touch with students and peers.
EVERYONE
See why ACFEF apprentices are prepared to be the best in the business.
American Culinary Federation since 1929
SIGN IN
Username *
Password *
SIGN IN
Terms of use / Privacy Policy / Contact us / FAQ
180 Center Place Way, St. Augustine, FL 32095 | (904) 824-4468 | (800) 624-9458 | Fax: (904) 825-4758

Enter your username and password and click on the sign in button

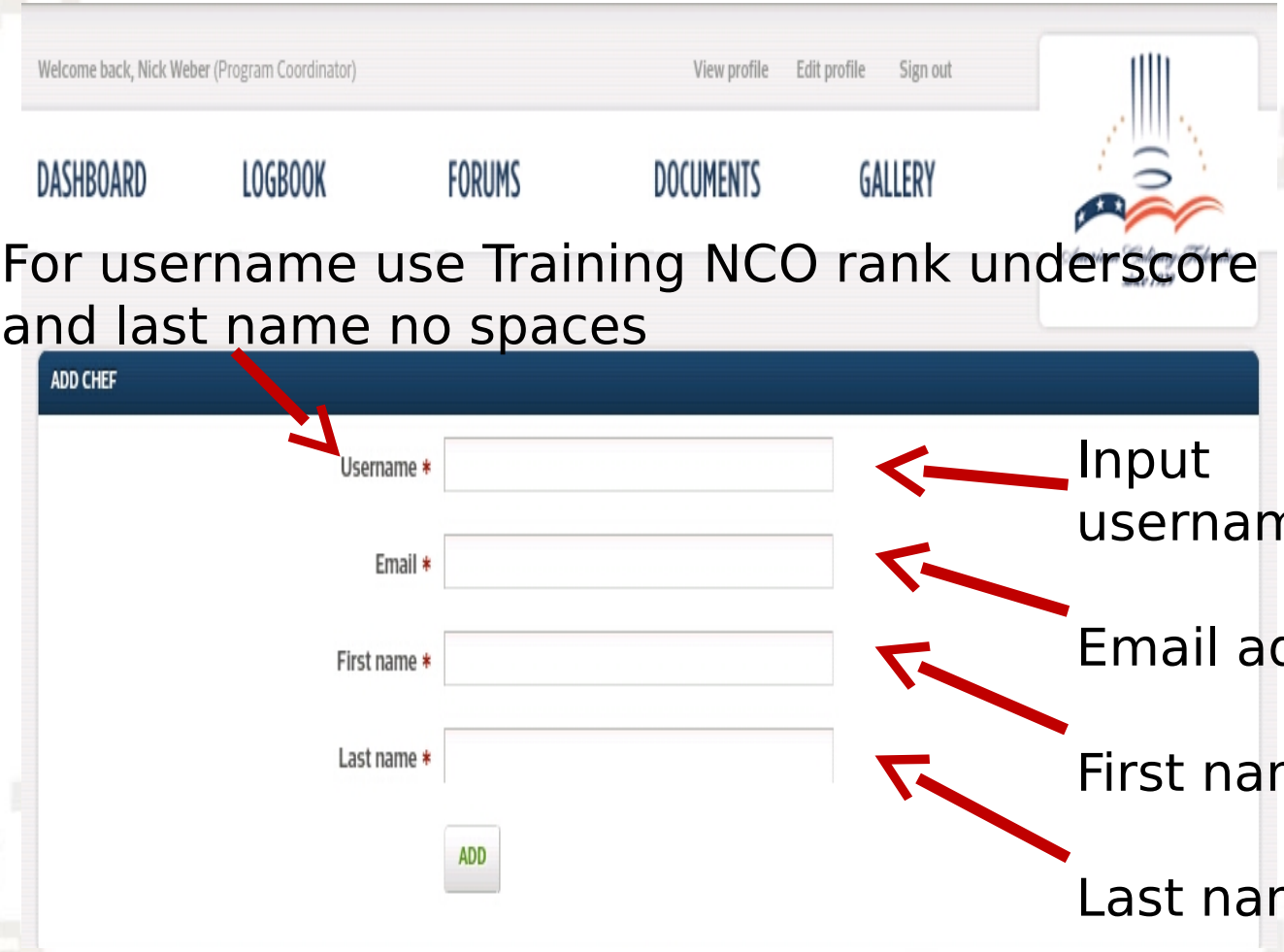
** Username and password will be provided by the system administrator**
forgot or lost Password contact the system administrator for a new password

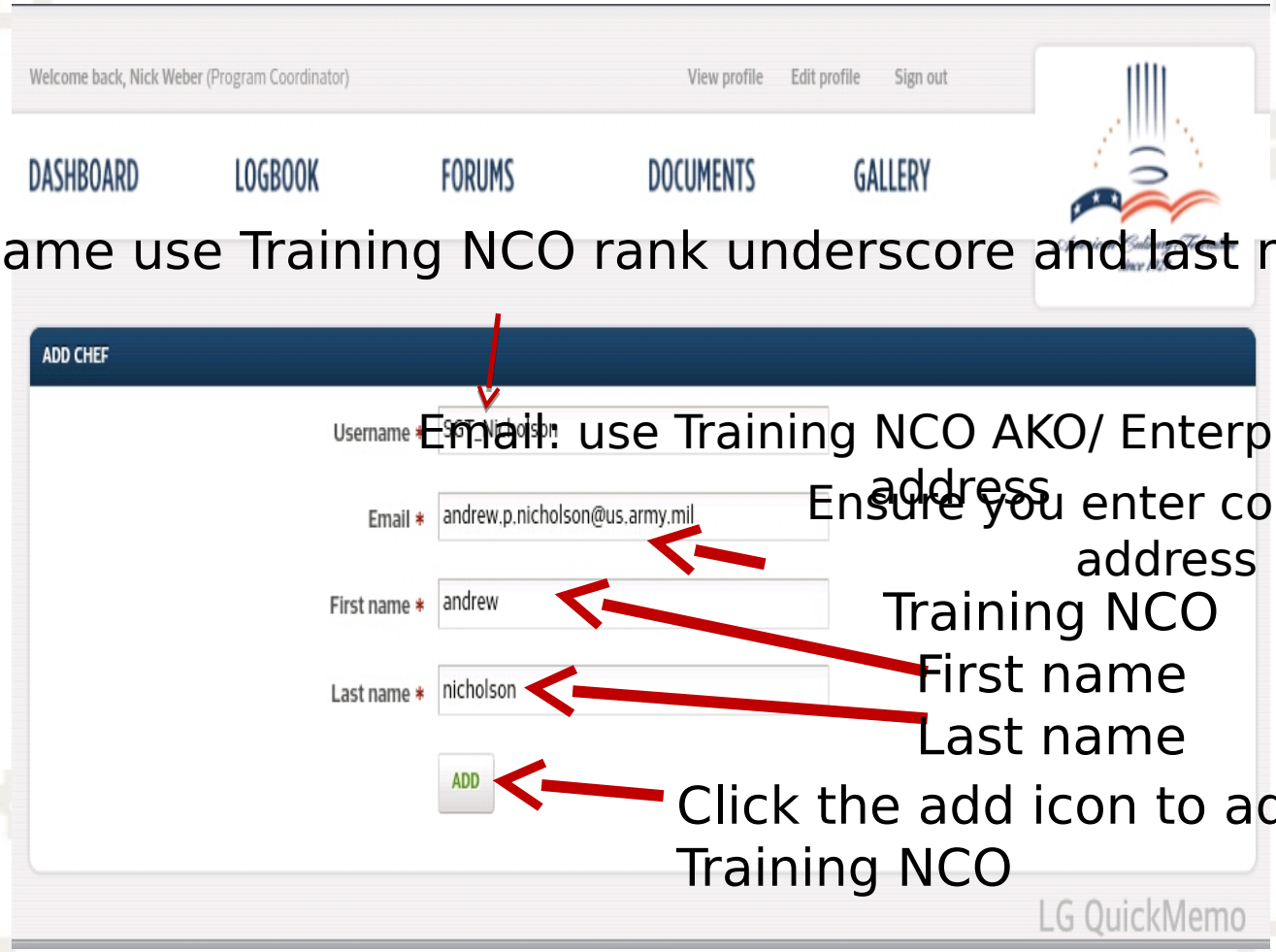


To add a Training NCO click on the add new Chef icon

List of all your Soldiers

List of all your Soldiers and Training NCO


Welcome back, Nick Weber (Program Coordinator)
View profile
Edit profile
Sign out
DASHBOARD
LOGBOOK
FORUMS
DOCUMENTS
GALLERY
For username use Training NCO rank underscore and last name no spaces
ADD CHEF
Username *
Email *
First name *
Last name *
ADD
Input username
Email address
First name
Last name



For username use Training NCO rank underscore and last name **NO SPACES**

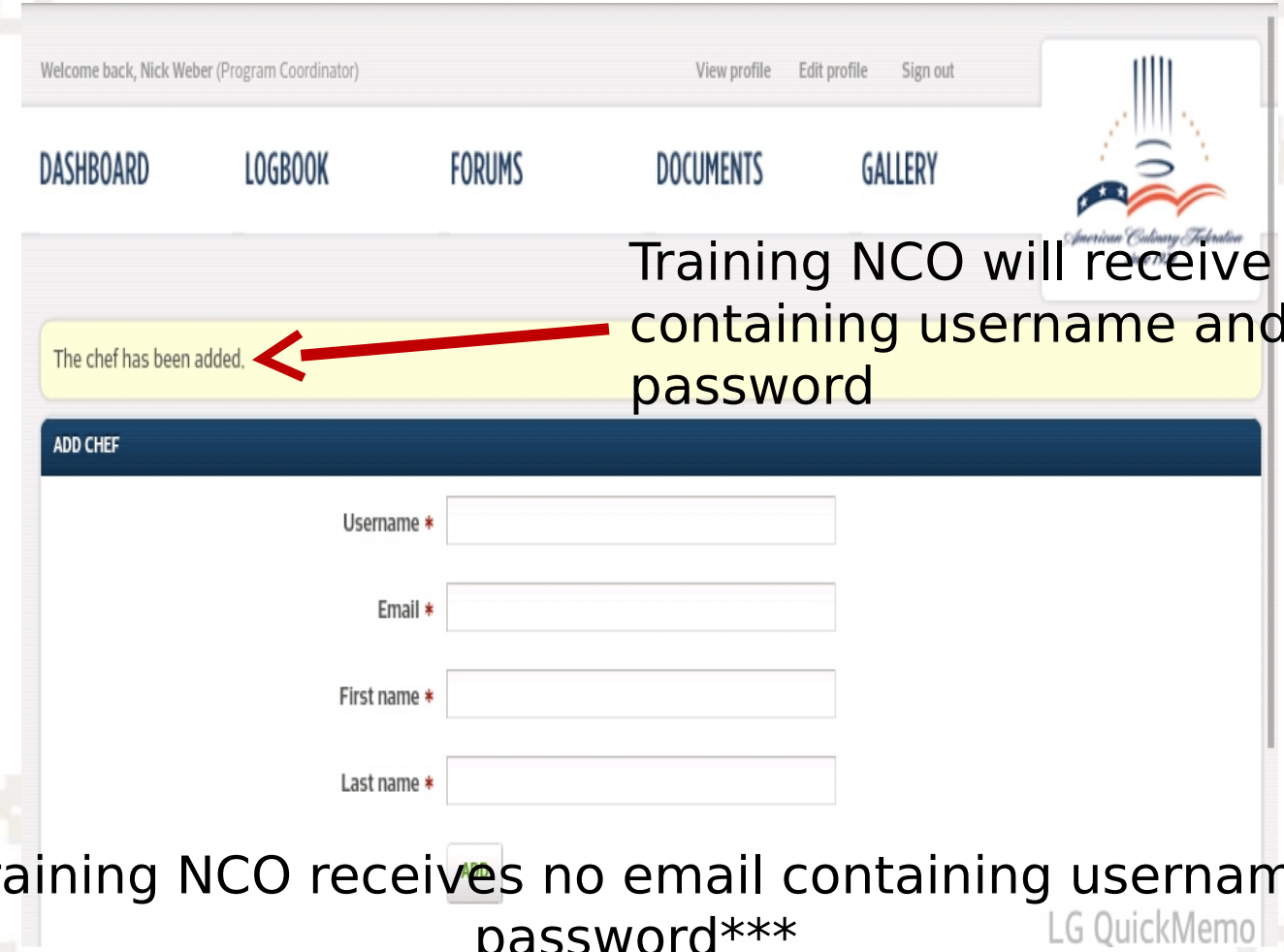
Email: use Training NCO AKO/ Enterprise email address

Ensure you enter correct email address

Training NCO First name

Last name

Click the add icon to add the Training NCO

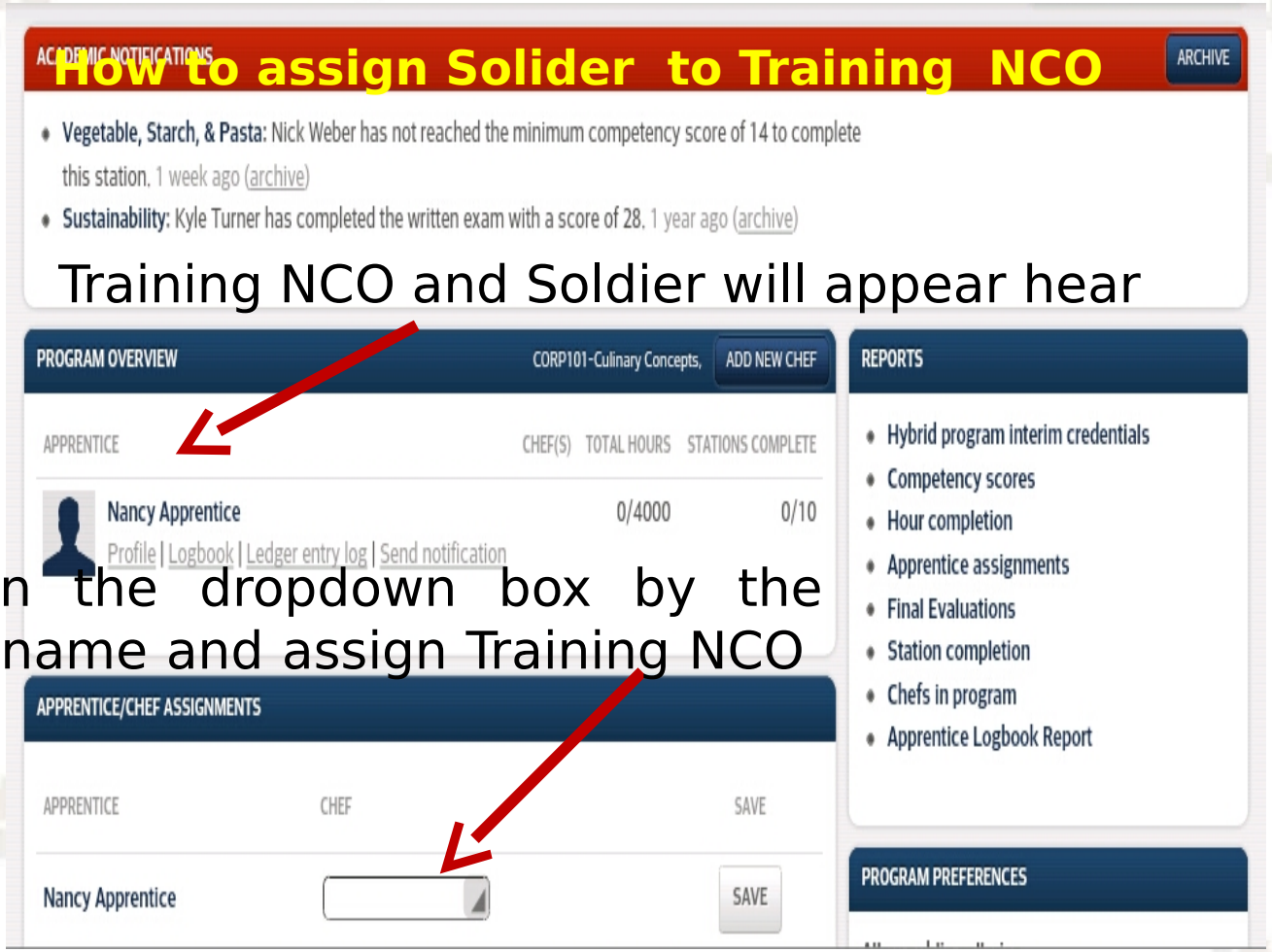


Training NCO will receive email containing username and password

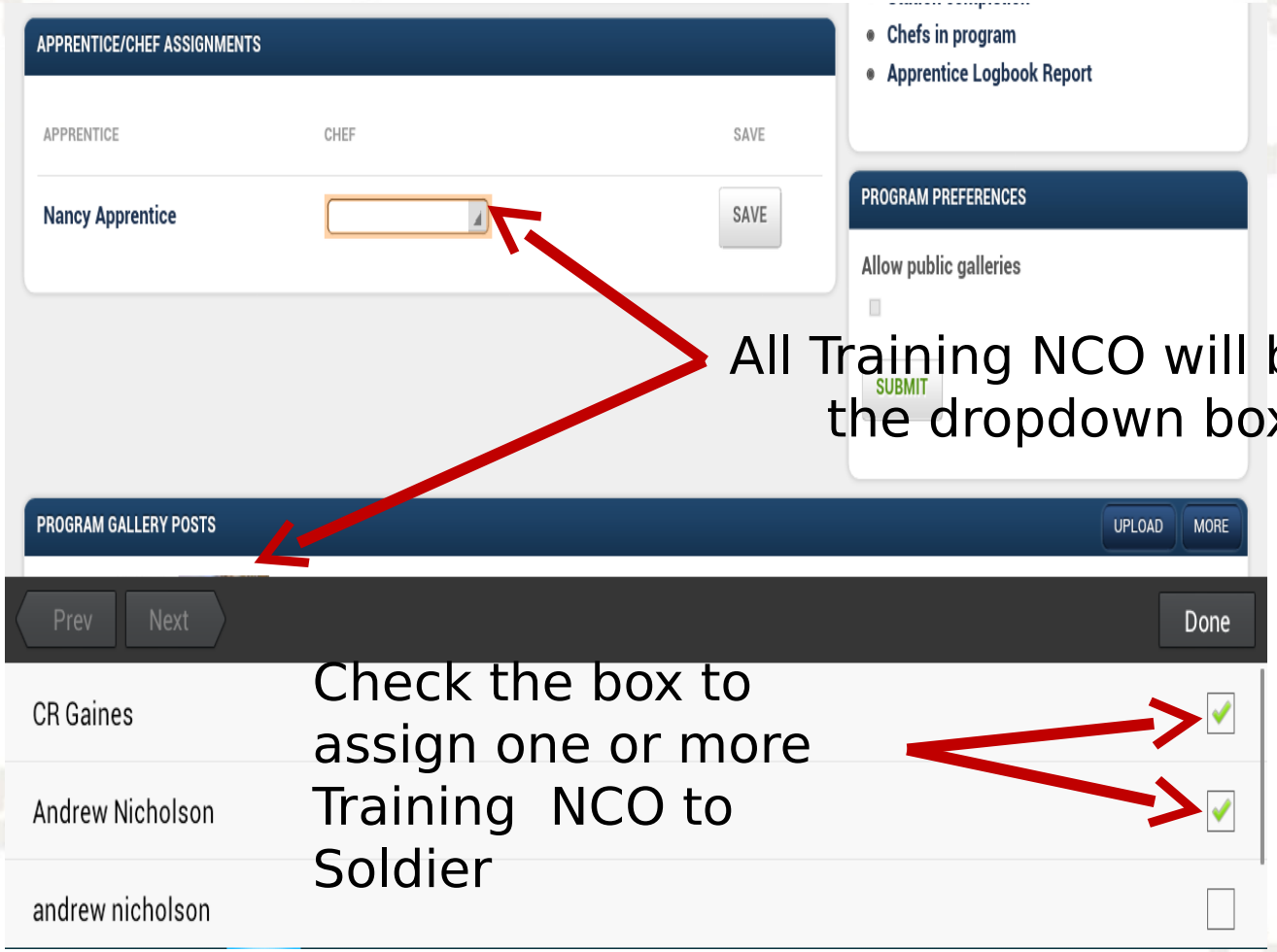
If Training NCO receives no email containing username and password

or forgets password contact your system administrator

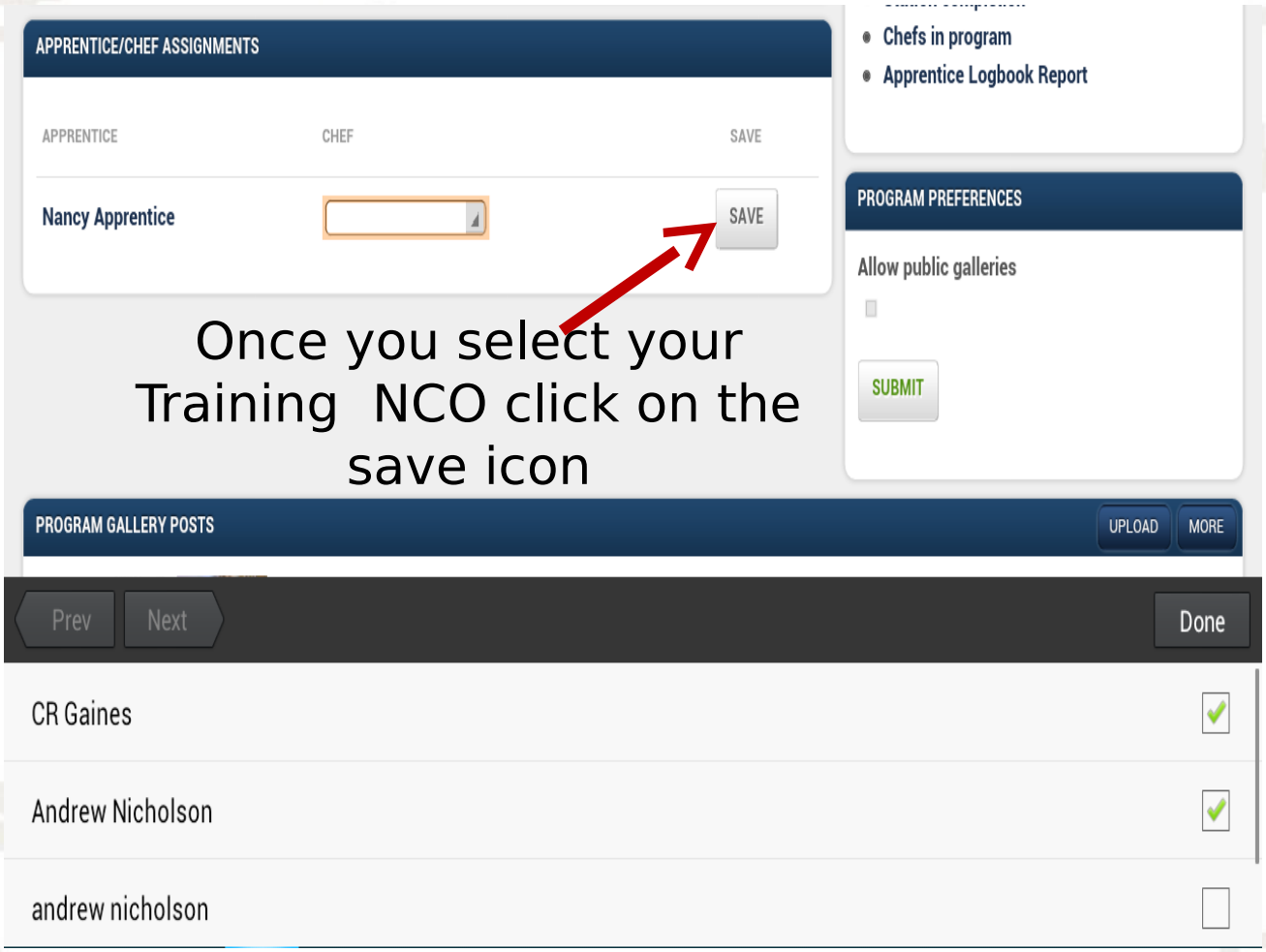
How to assign Solider to Training NCO

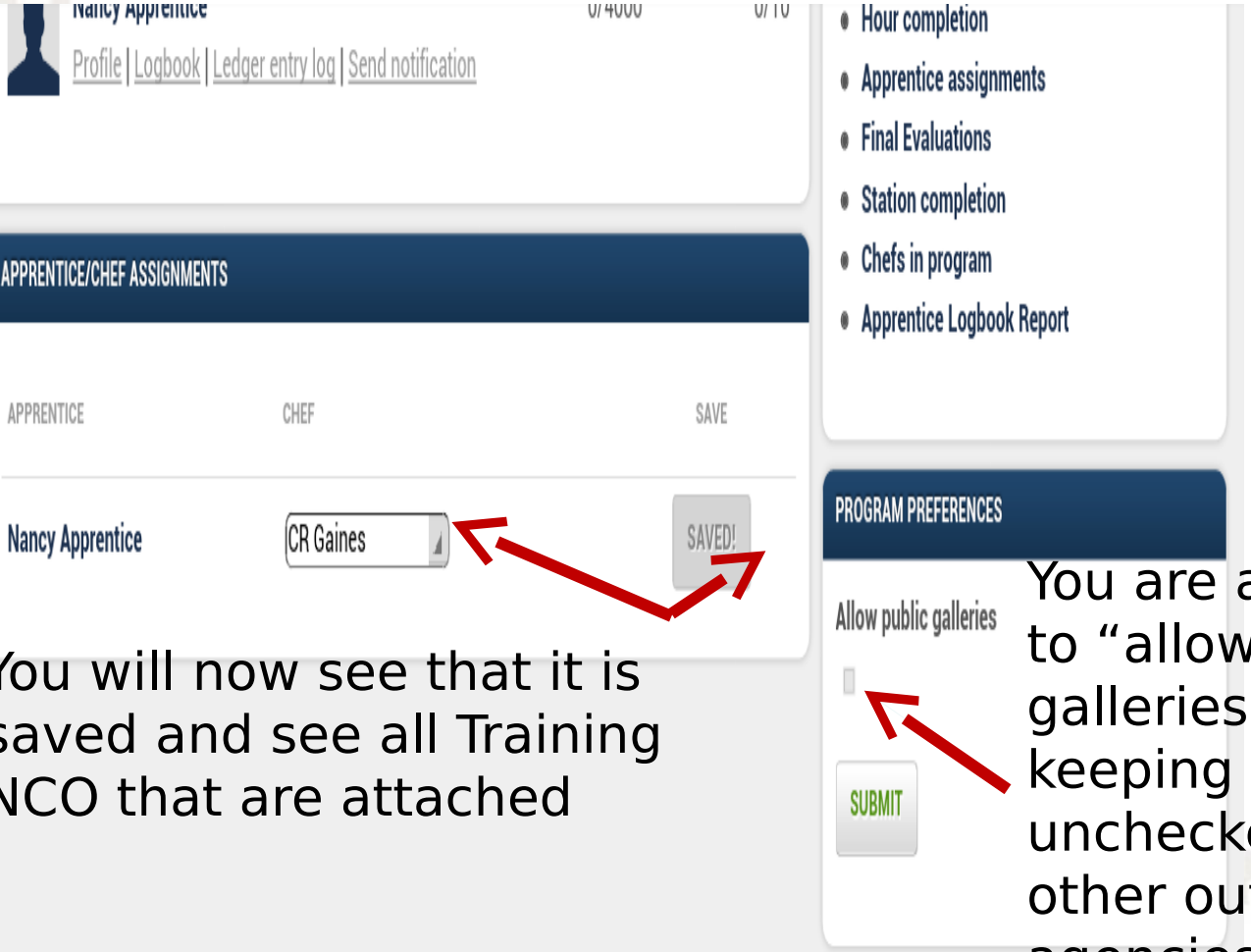


Click on the dropdown box by the Soldier name and assign Training NCO



Note: five is the maxima number of Training NCO assign to one Solider

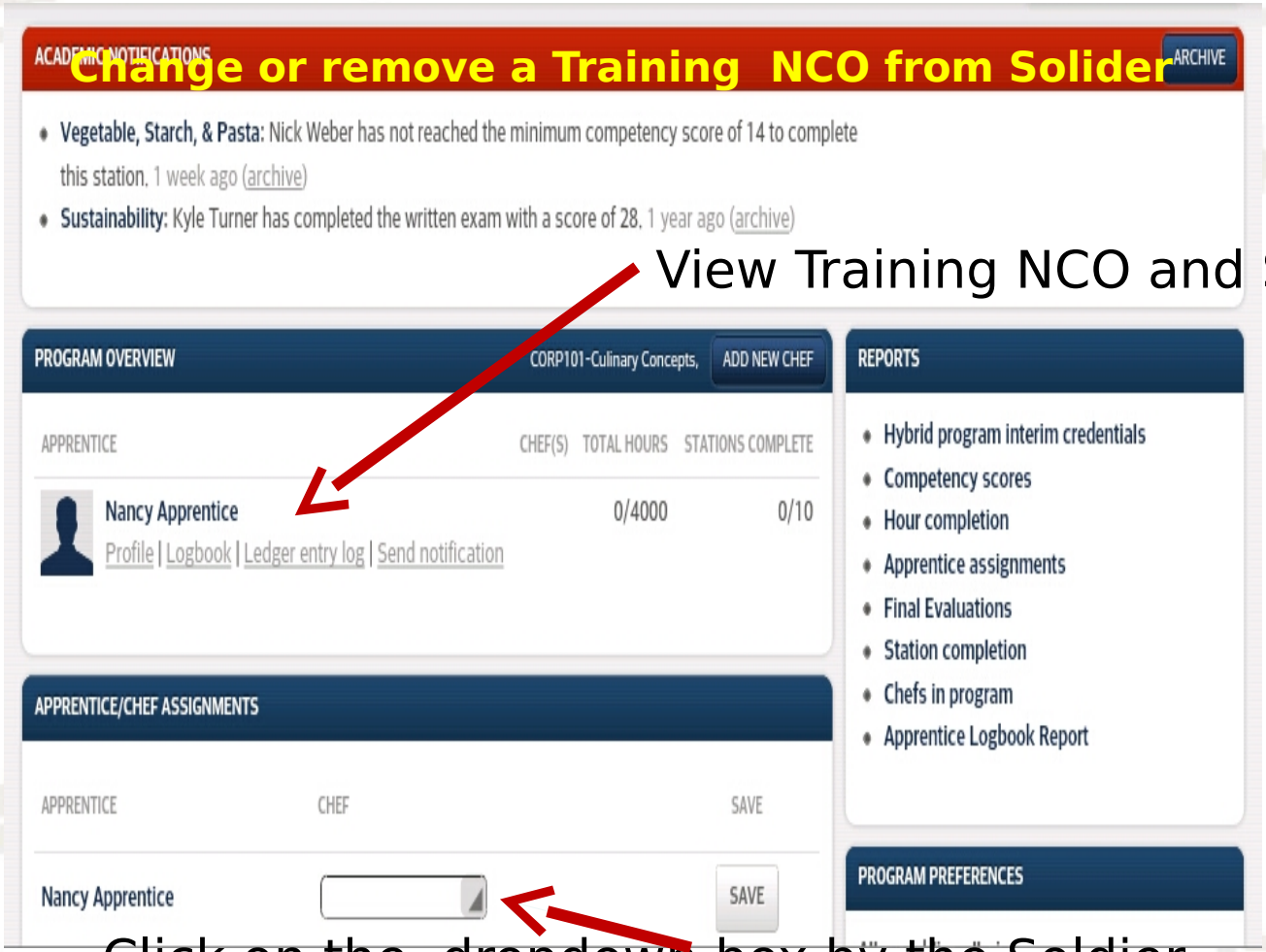

APPRENTICE/CHEF ASSIGNMENTS
APPRENTICE
CHEF
SAVE
Nancy Apprentice
SAVE
Chefs in program
Apprentice Logbook Report
PROGRAM PREFERENCES
Allow public galleries
SUBMIT
Once you select your Training NCO click on the save icon
PROGRAM GALLERY POSTS
UPLOAD
MORE
Prev
Next
Done
CR Gaines
Andrew Nicholson
andrew nicholson



You will now see that it is saved and see all Training NCO that are attached

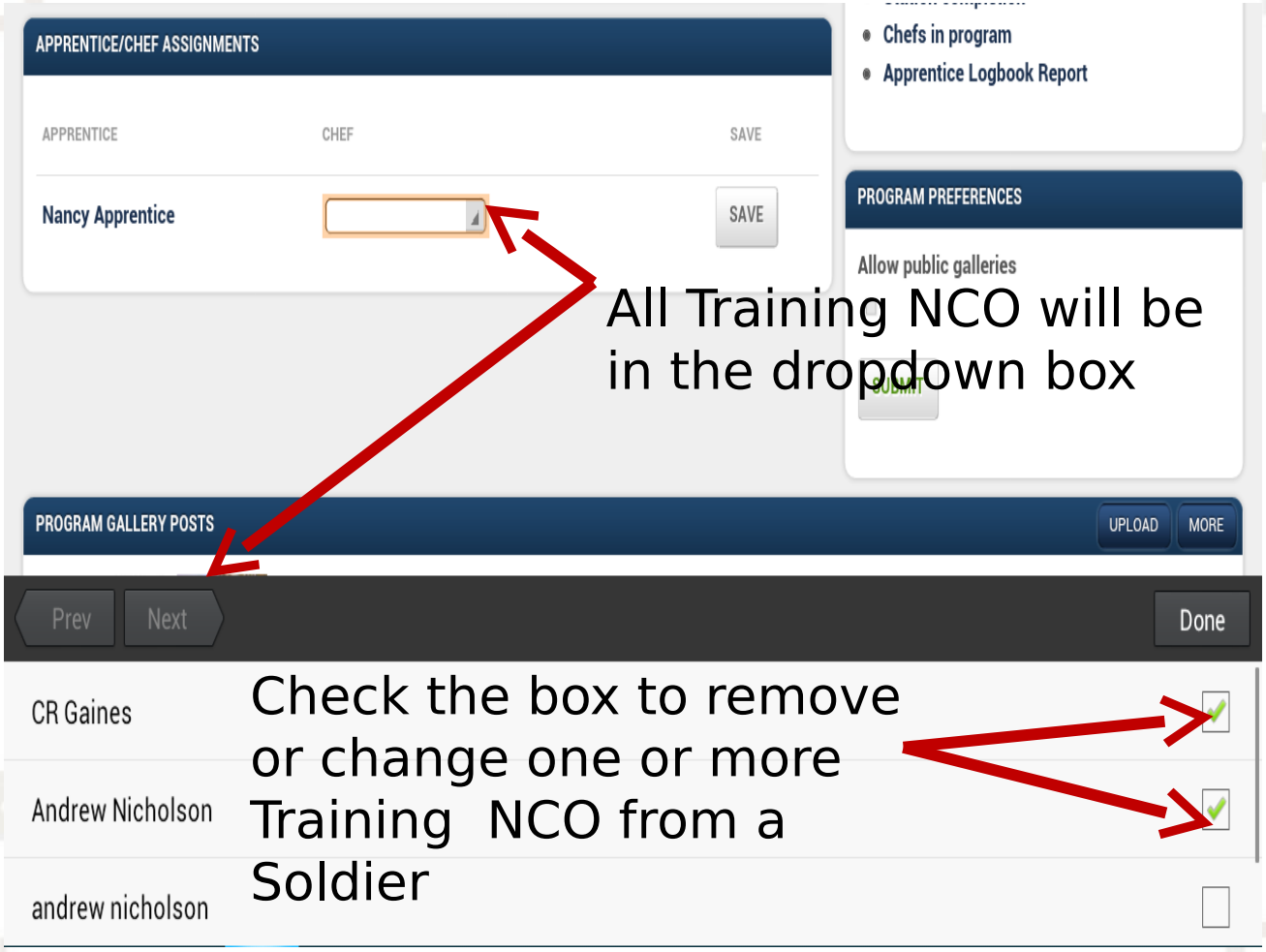
You are also able to "allow public galleries" Note: by keeping this box unchecked no other outside agencies will be able to see your program

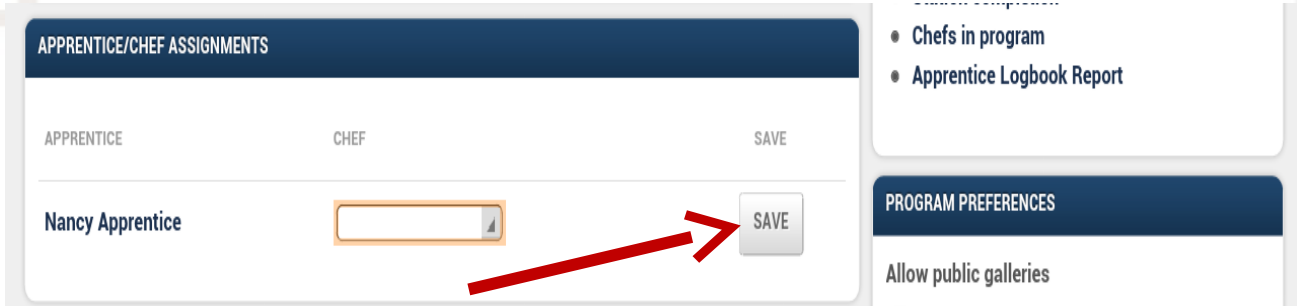
Change or remove a Training NCO from Solider



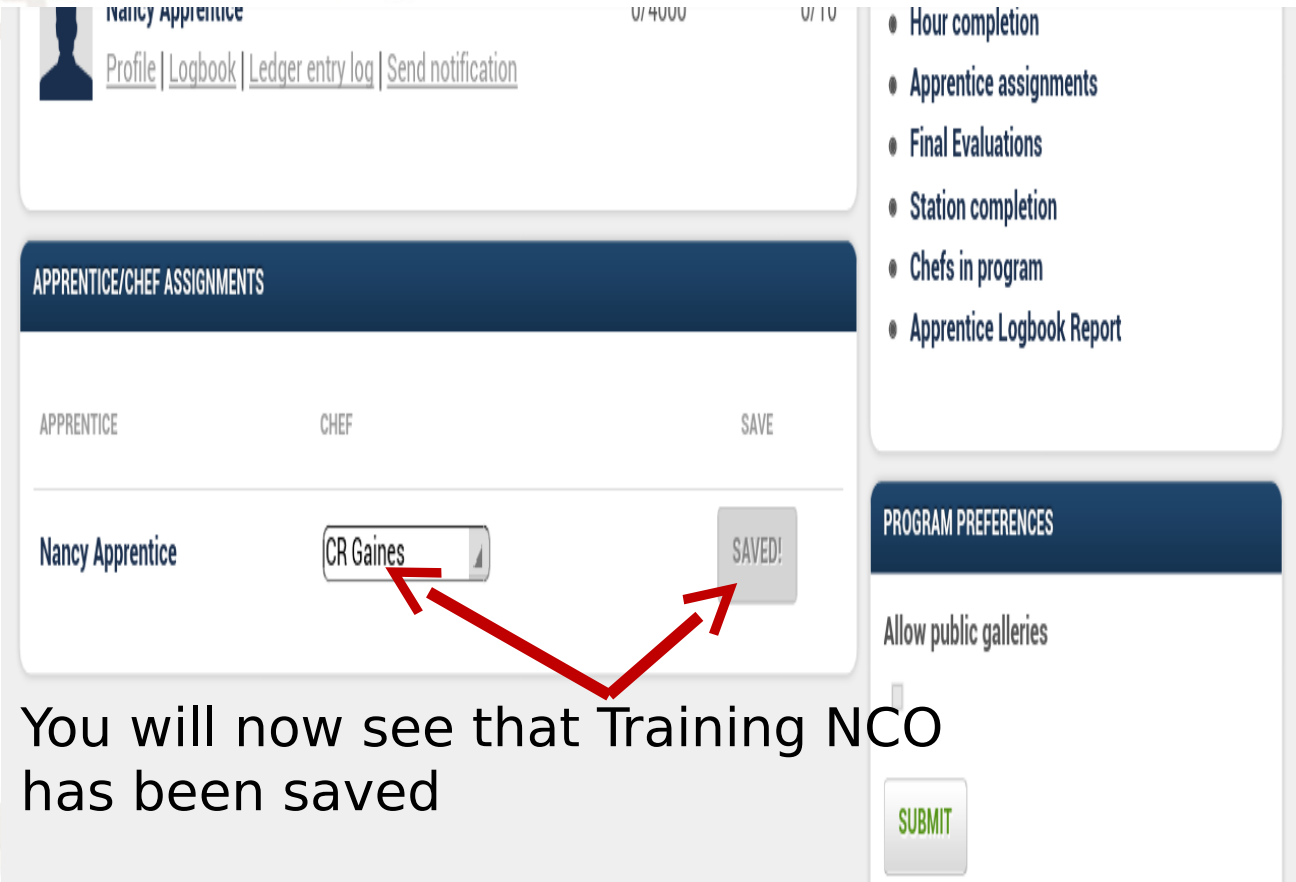
View Training NCO and Soldier

Click on the dropdown box by the Soldier you want to remove or change a Training NCO


APPRENTICE/CHEF ASSIGNMENTS
APPRENTICE
CHEF
SAVE
Nancy Apprentice
SAVE
Chefs in program
Apprentice Logbook Report
PROGRAM PREFERENCES
Allow public galleries
All Training NCO will be in the dropdown box
PROGRAM GALLERY POSTS
UPLOAD
MORE
Prev
Next
Done
CR Gaines
Andrew Nicholson
andrew nicholson
Check the box to remove or change one or more Training NCO from a Soldier

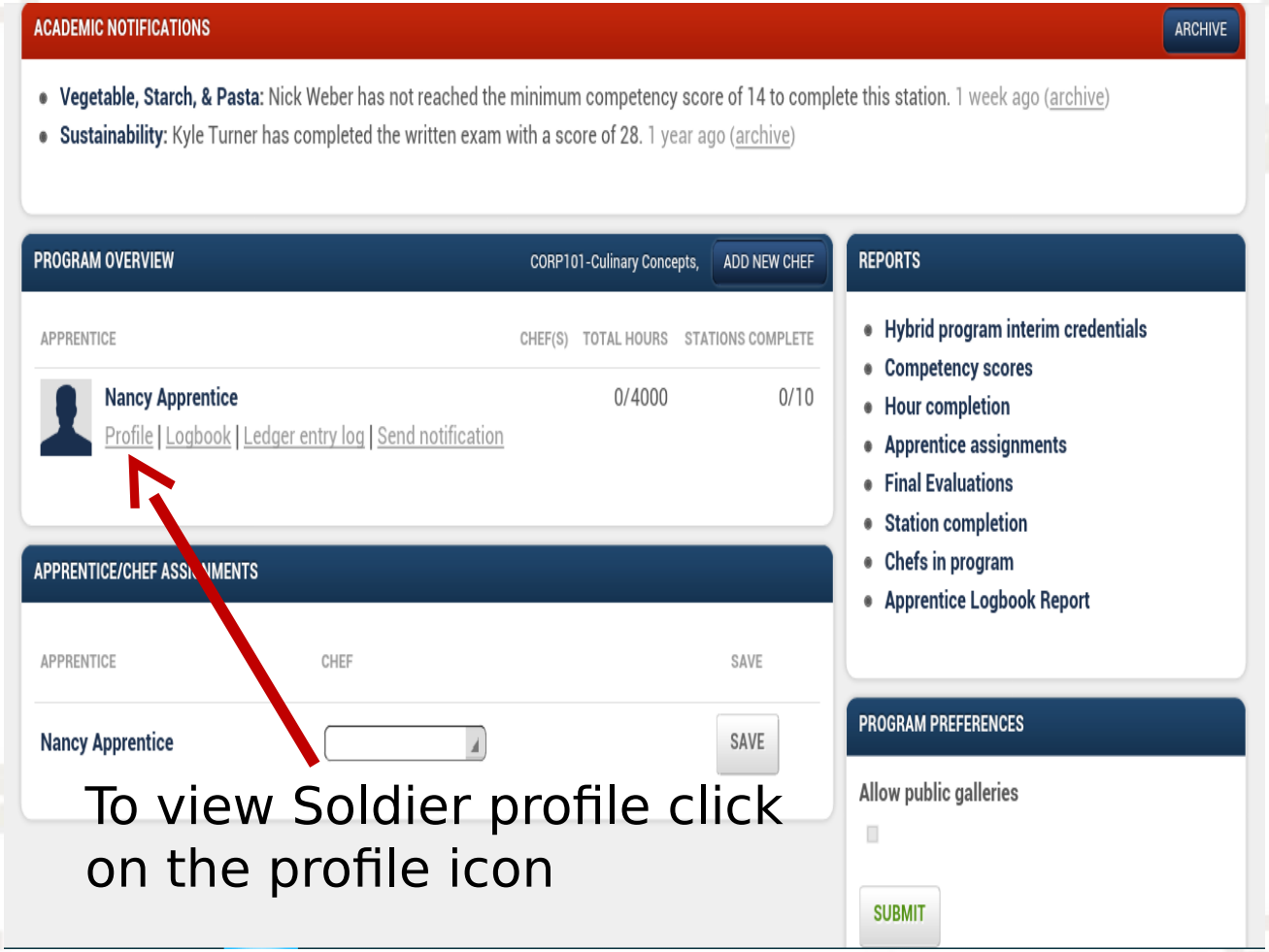


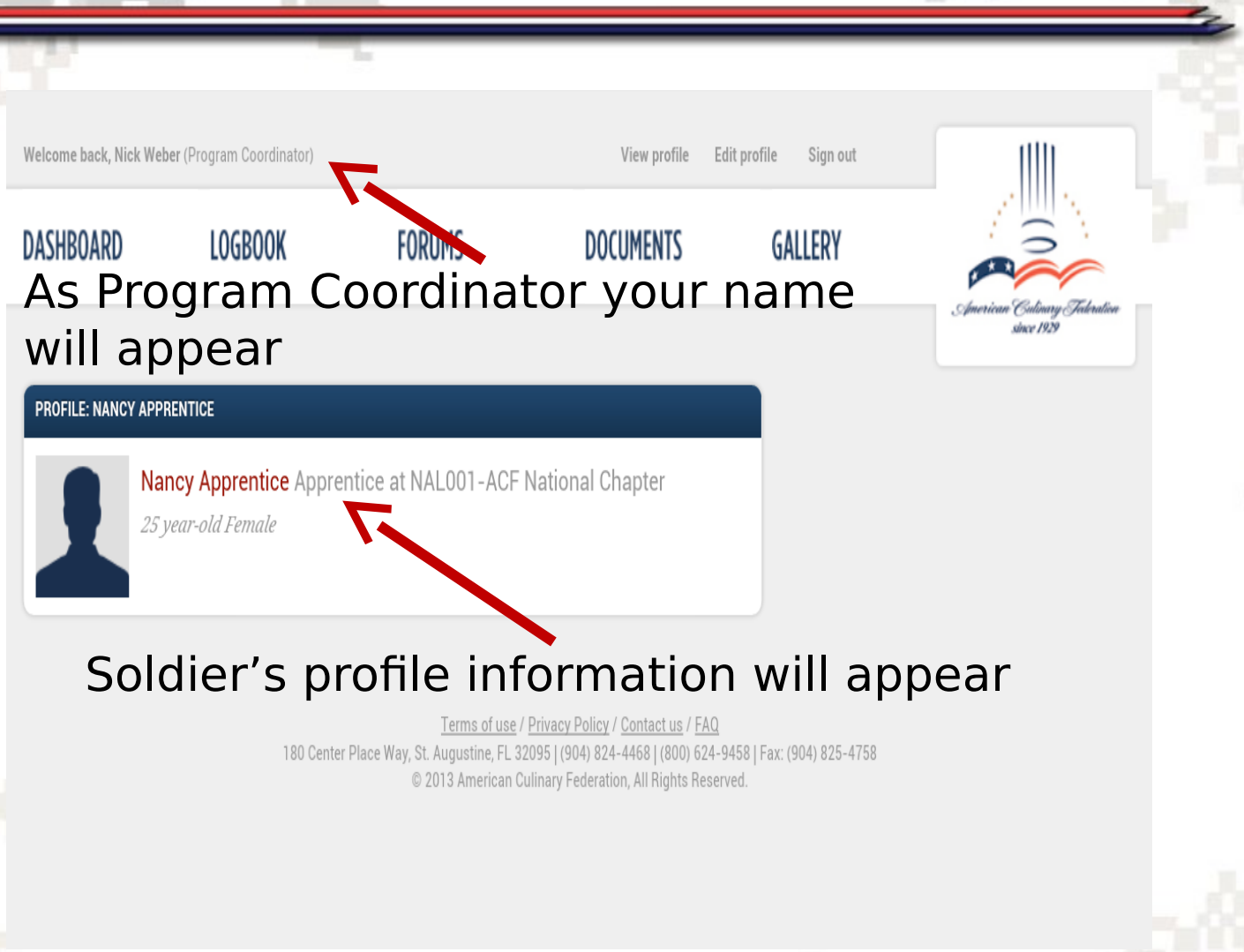
Once you select Training NCO then click on the save icon

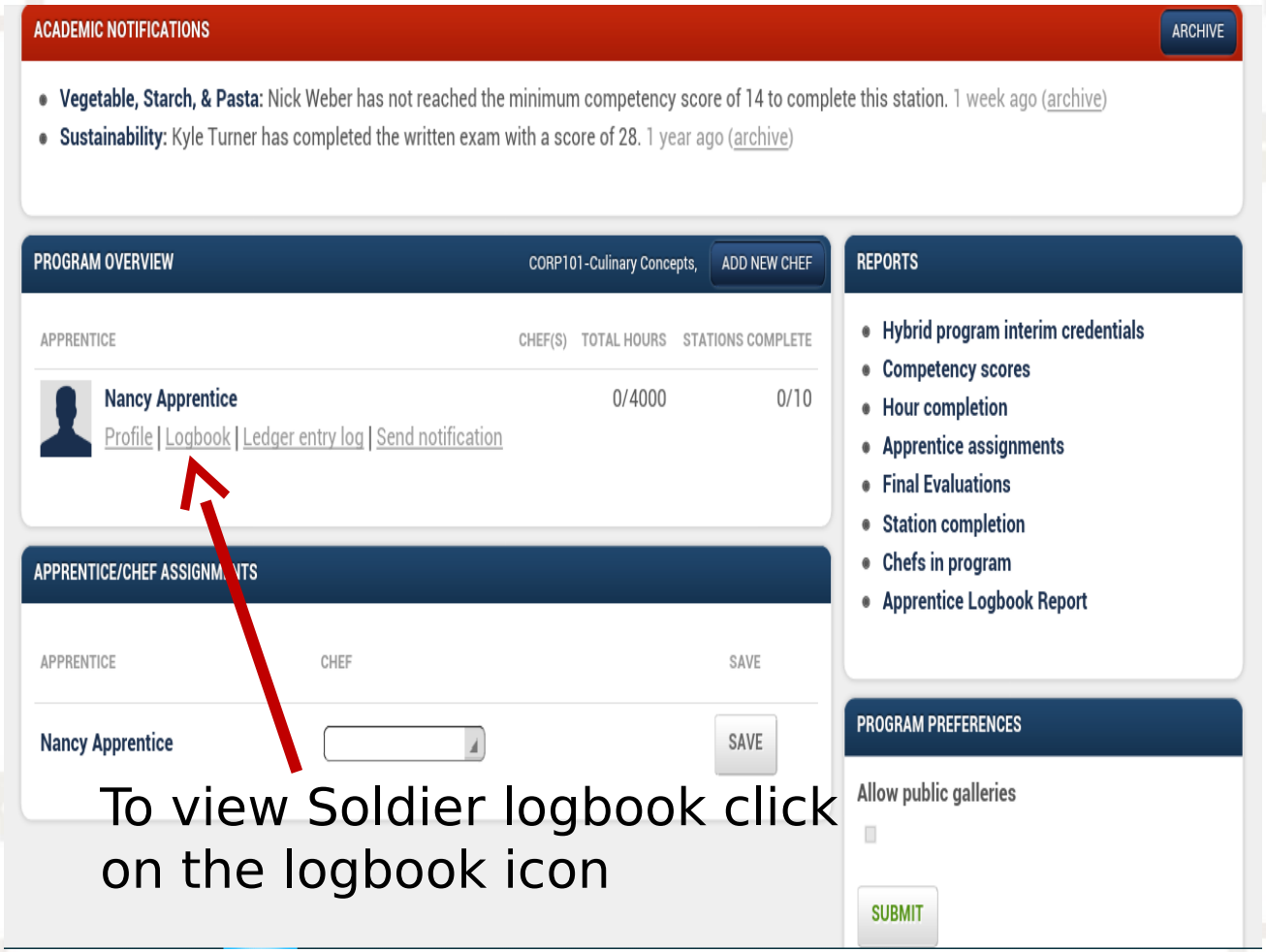


You will now see that Training NCO has been saved

Note: A Soldier can not log on to the portal or complete any updates if they are not assigned the Training NCO role


ACADEMIC NOTIFICATIONS
ARCHIVE
Vegetable, Starch, & Pasta: Nick Weber has not reached the minimum competency score of 14 to complete this station. 1 week ago (archive)
Sustainability: Kyle Turner has completed the written exam with a score of 28. 1 year ago (archive)
PROGRAM OVERVIEW
CORP101-Culinary Concepts,
ADD NEW CHEF
APPRENTICE
CHEF(S)
TOTAL HOURS
STATIONS COMPLETE
Nancy Apprentice
0/4000
0/10
Profile | Logbook | Ledger entry log | Send notification
APPRENTICE/CHEF ASSIGNMENTS
APPRENTICE
CHEF
SAVE
Nancy Apprentice
SAVE
REPORTS
Hybrid program interim credentials
Competency scores
Hour completion
Apprentice assignments
Final Evaluations
Station completion
Chefs in program
Apprentice Logbook Report
PROGRAM PREFERENCES
Allow public galleries
SUBMIT
To view Soldier profile click on the profile icon


Welcome back, Nick Weber (Program Coordinator)
View profile
Edit profile
Sign out
DASHBOARD
LOGBOOK
FORUMS
DOCUMENTS
GALLERY
American Culinary Federation
since 1929
As Program Coordinator your name will appear
PROFILE: NANCY APPRENTICE
Nancy Apprentice Apprentice at NAL001-ACF National Chapter
25 year-old Female
Soldier's profile information will appear
Terms of use / Privacy Policy / Contact us / FAQ
180 Center Place Way, St. Augustine, FL 32095 | (904) 824-4468 | (800) 624-9458 | Fax: (904) 825-4758
© 2013 American Culinary Federation, All Rights Reserved.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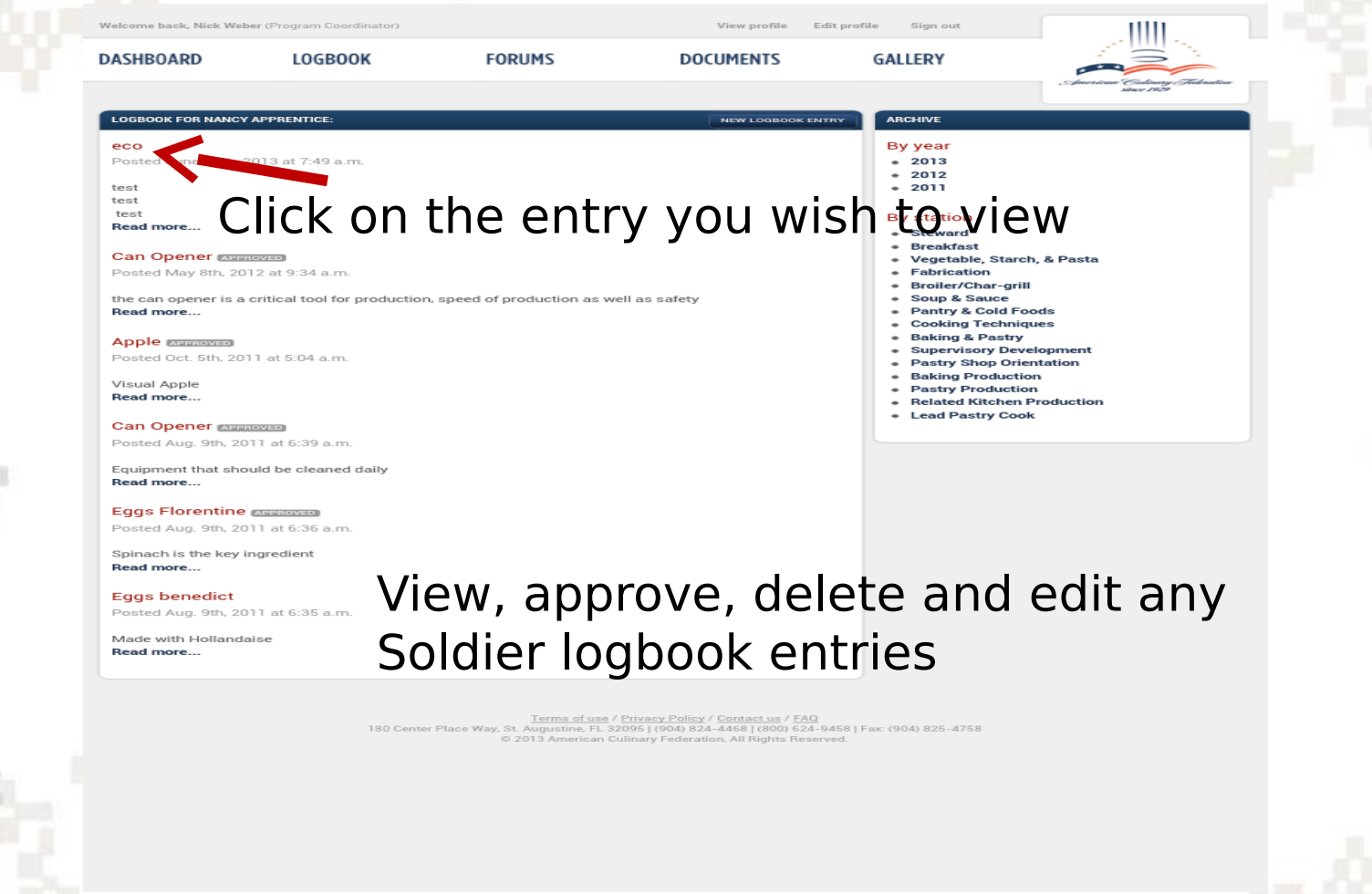
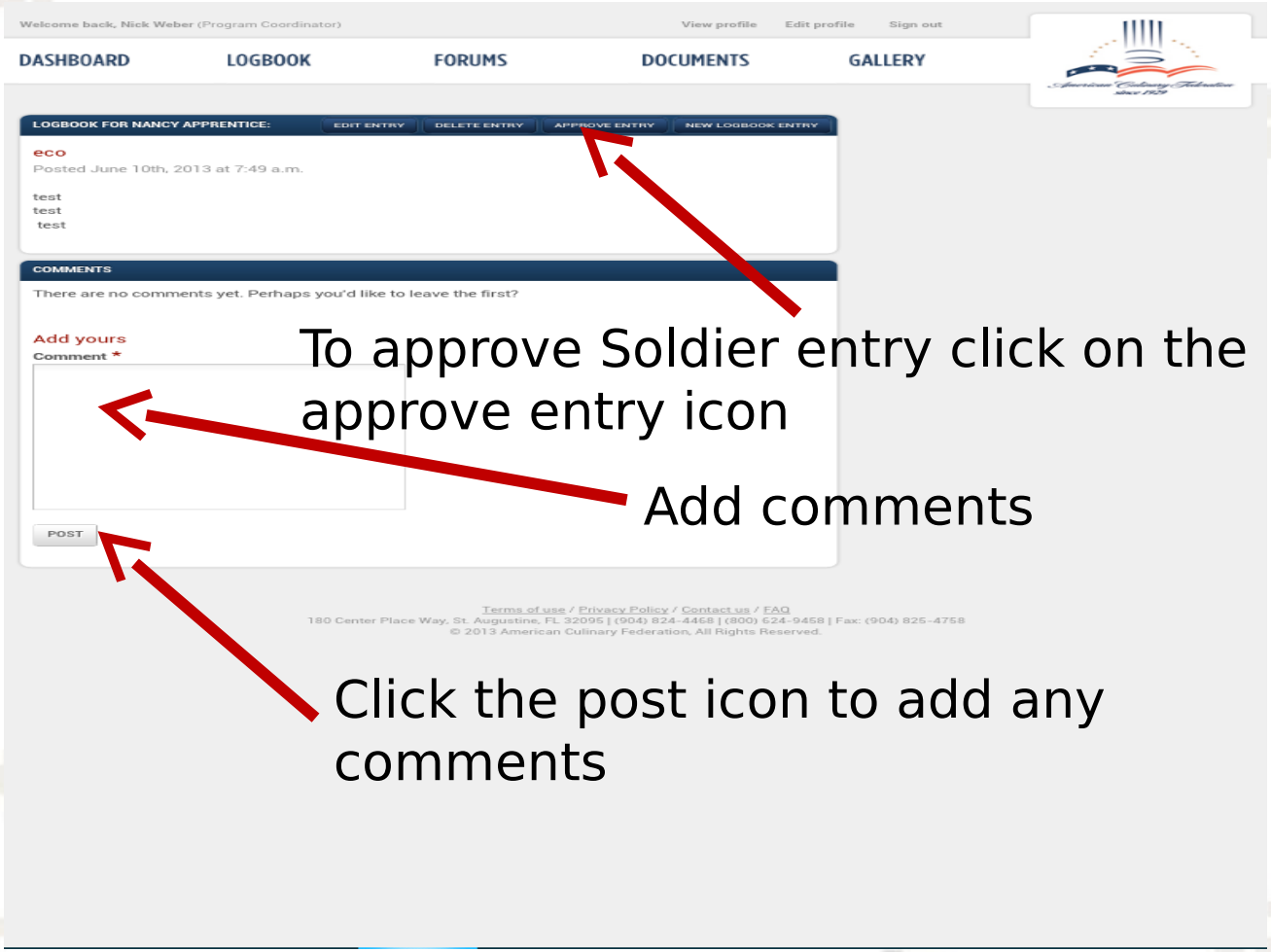
CORP101-Culinary Concepts,
ADD NEW CHEF
APPRENTICE
CHEF(S)
TOTAL HOURS
STATIONS COMPLETE
Nancy Apprentice
0/4000
0/10
Profile | Logbook | Ledger entry log | Send notification
APPRENTICE/CHEF ASSIGNMENTS
APPRENTICE
CHEF
SAVE
Nancy Apprentice
SAVE
REPORTS
Hybrid program interim credentials
Competency scores
Hour completion
Apprentice assignments
Final Evaluations
Station completion
Chefs in program
Apprentice Logbook Report
PROGRAM PREFERENCES
Allow public galleries
SUBMIT
To view Soldier logbook click on the logbook icon



Click on the entry you wish to view

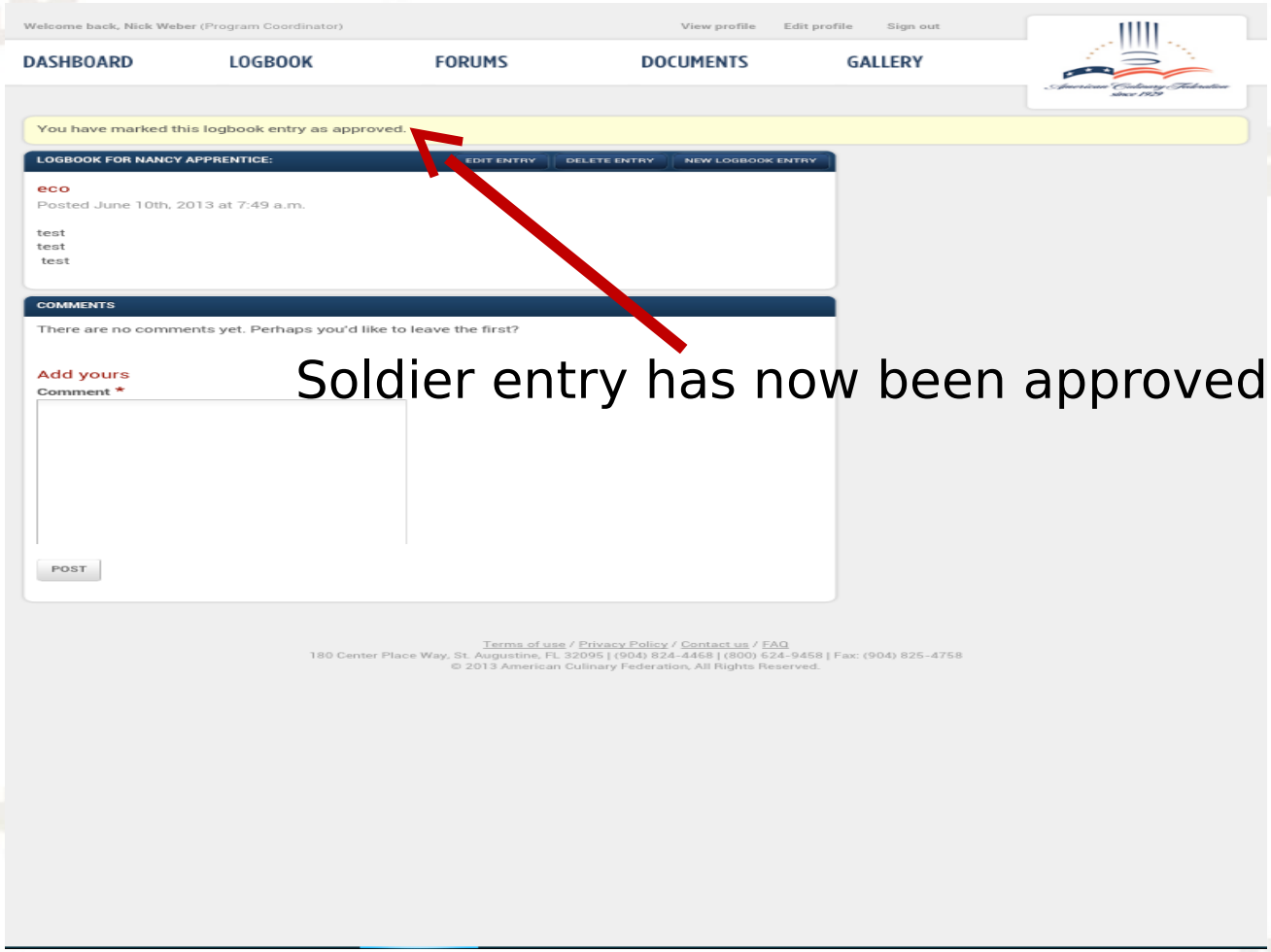
View, approve, delete and edit any Soldier logbook entries



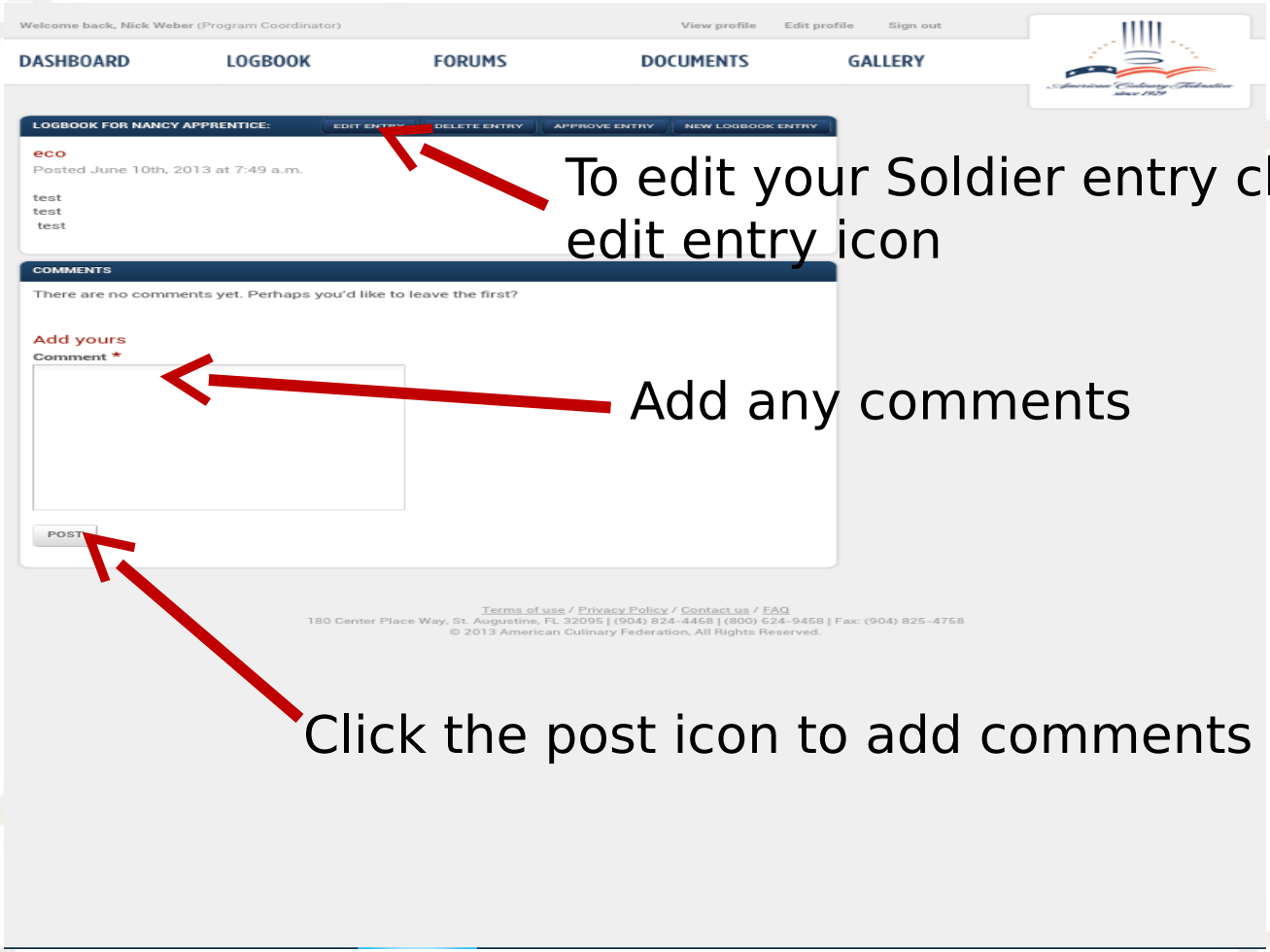
To approve Soldier entry click on the approve entry icon

Add comments

Click the post icon to add any comments



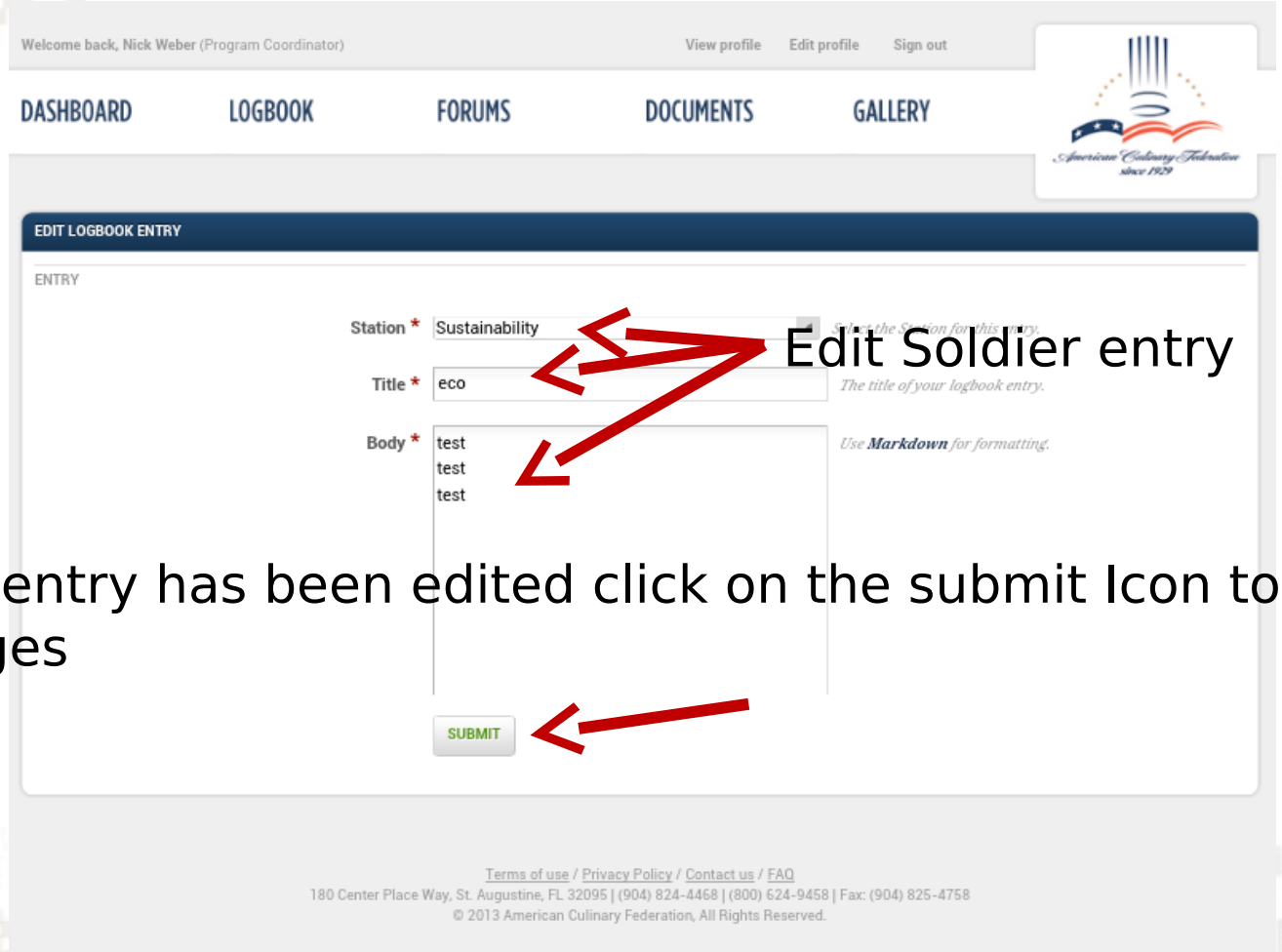
Soldier entry has now been approved



To edit your Soldier entry click on the edit entry icon

Add any comments

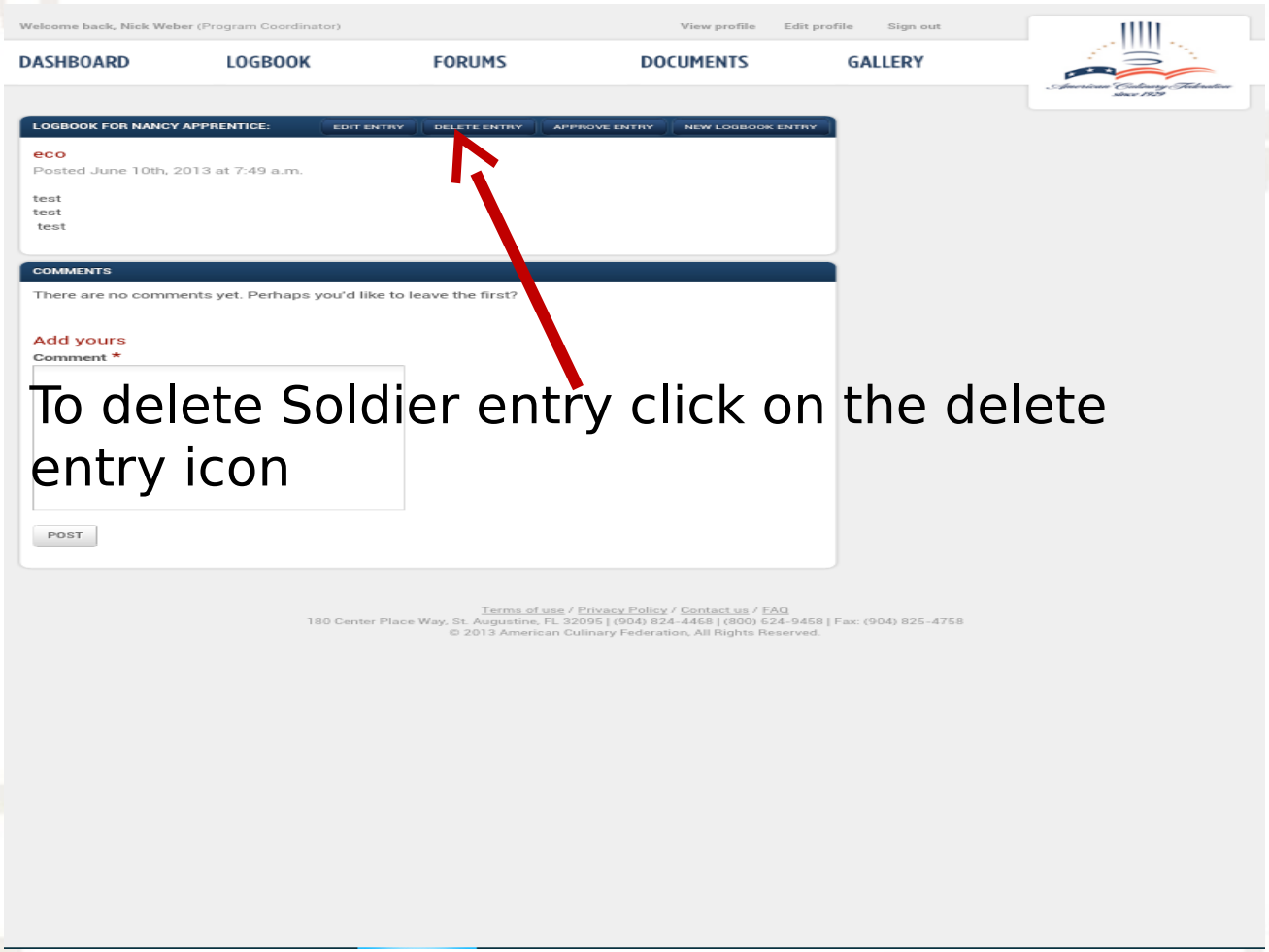
Click the post icon to add comments



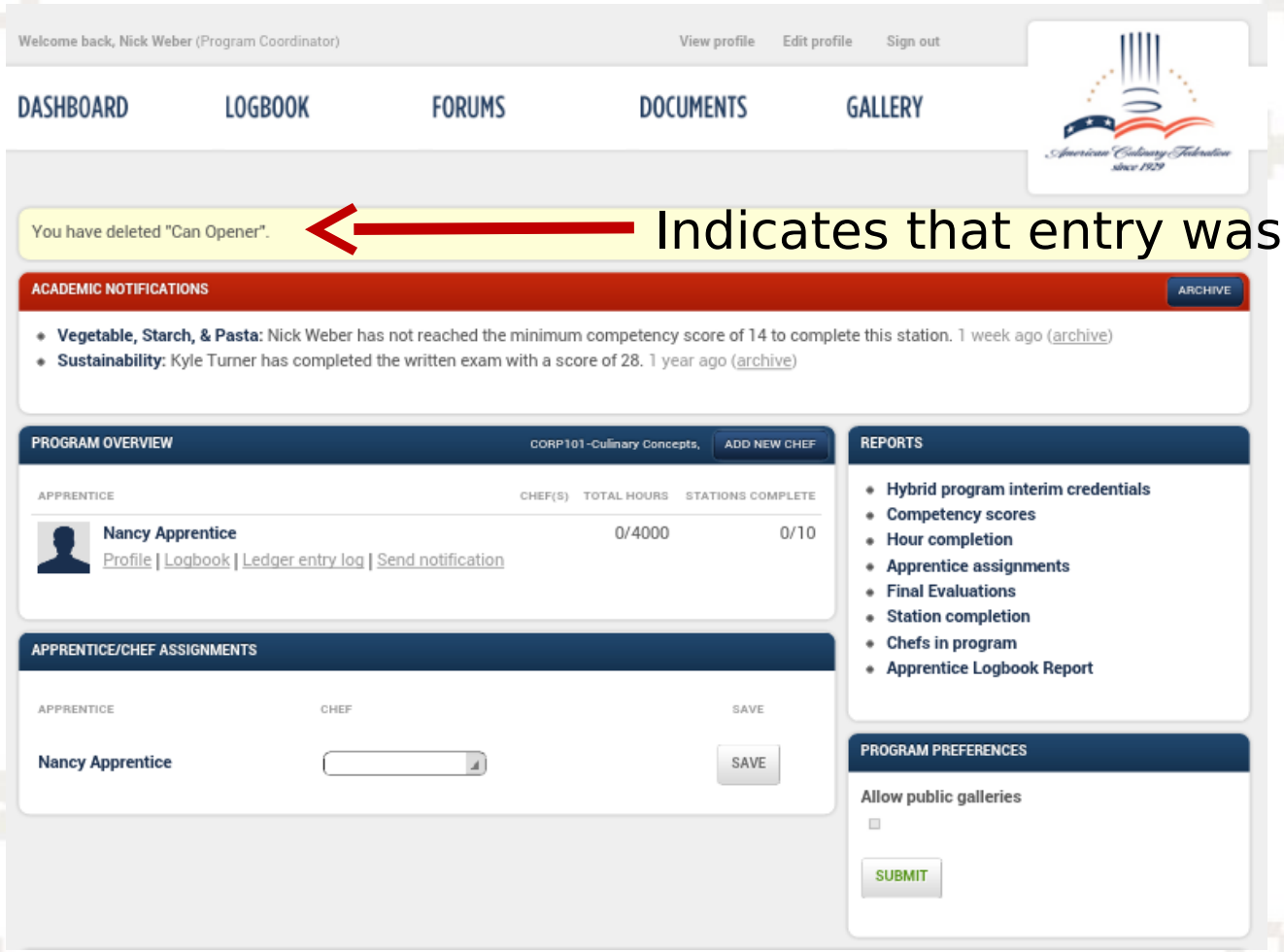
Edit Soldier entry

Once entry has been edited click on the submit Icon to save your changes

Welcome back, Nick Weber (Program Coordinator)
View profile
Edit profile
Sign out
DASHBOARD
LOGBOOK
FORUMS
DOCUMENTS
GALLERY
The entry has been edited.
Indicates that the entry was edited
LOGBOOK FOR NANCY APPRENTICE:
EDIT ENTRY
DELETE ENTRY
NEW LOGBOOK ENTRY
eco
Posted June 10th, 2013 at 7:49 a.m.
test
test
COMMENTS
There are no comments yet. Perhaps you'd like to leave the first?
Add yours
Comment *
Add comments
Click the post icon to add comments
POST



To delete Soldier entry click on the delete entry icon


Welcome back, Nick Weber (Program Coordinator)
View profile
Edit profile
Sign out
DASHBOARD
LOGBOOK
FORUMS
DOCUMENTS
GALLERY
You have deleted "Can Opener".
Indicates that entry was deleted
ACADEMIC NOTIFICATIONS
ARCHIVE
Vegetable, Starch, & Pasta: Nick Weber has not reached the minimum competency score of 14 to complete this station. 1 week ago (archive)
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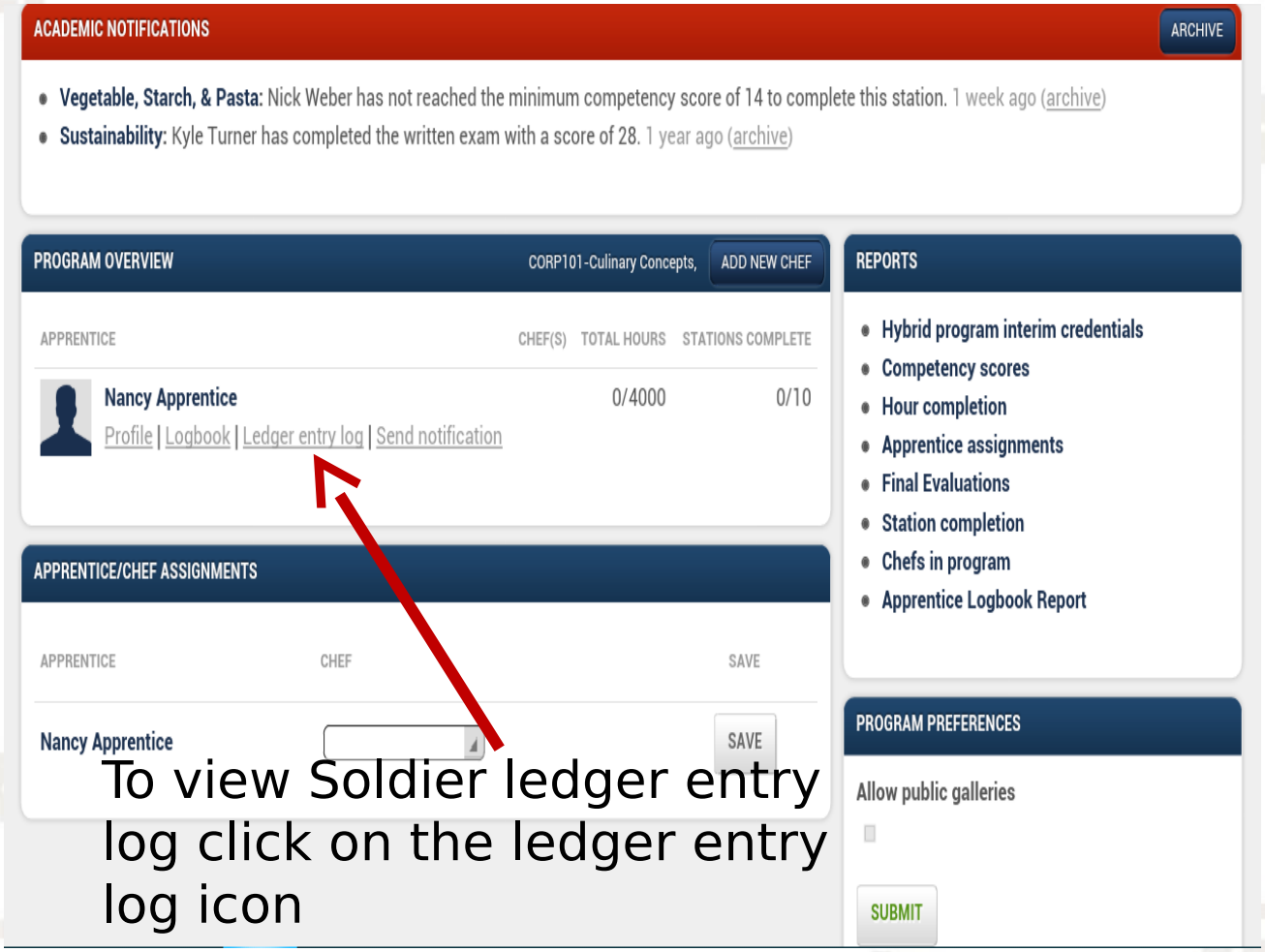
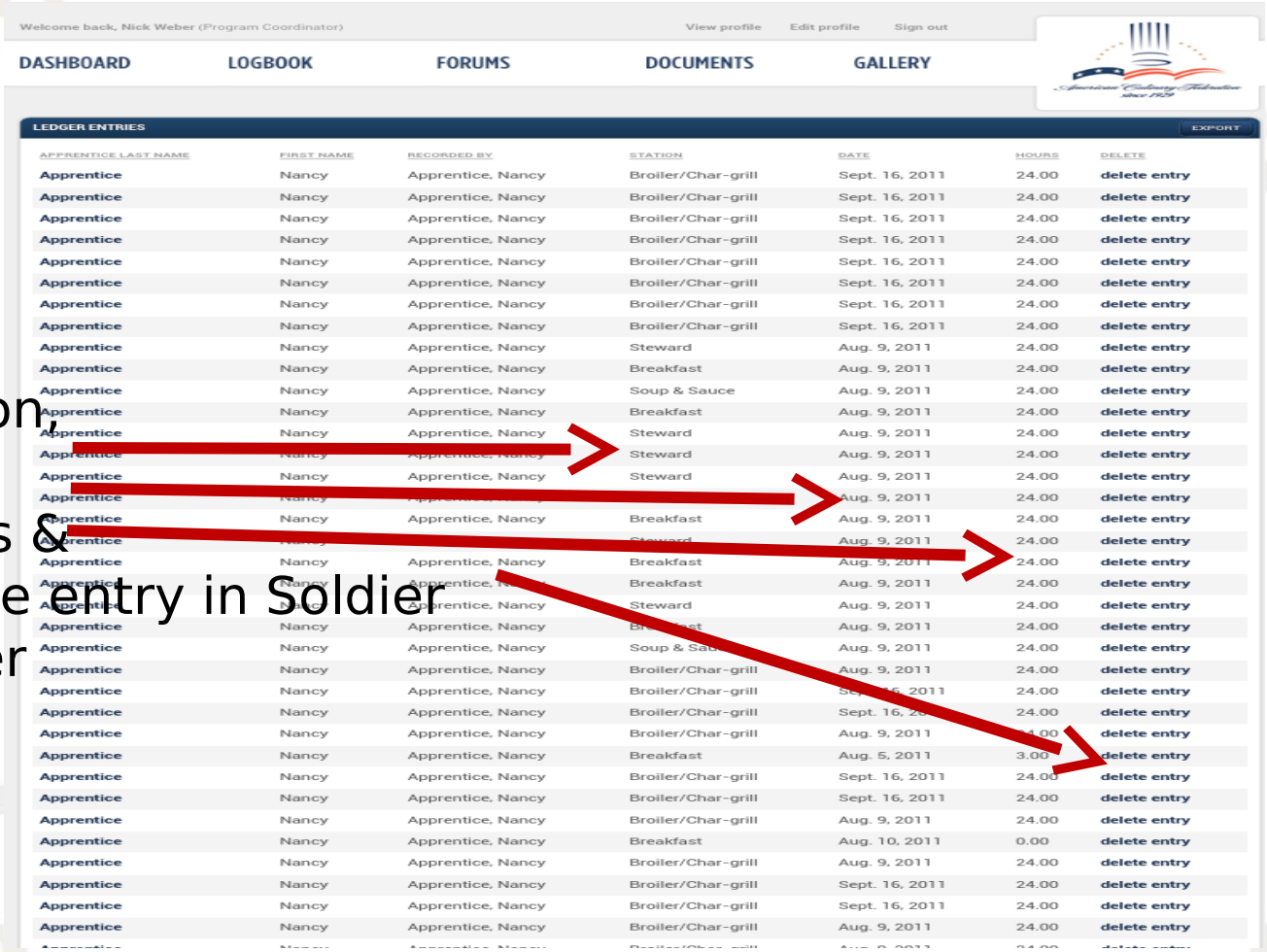
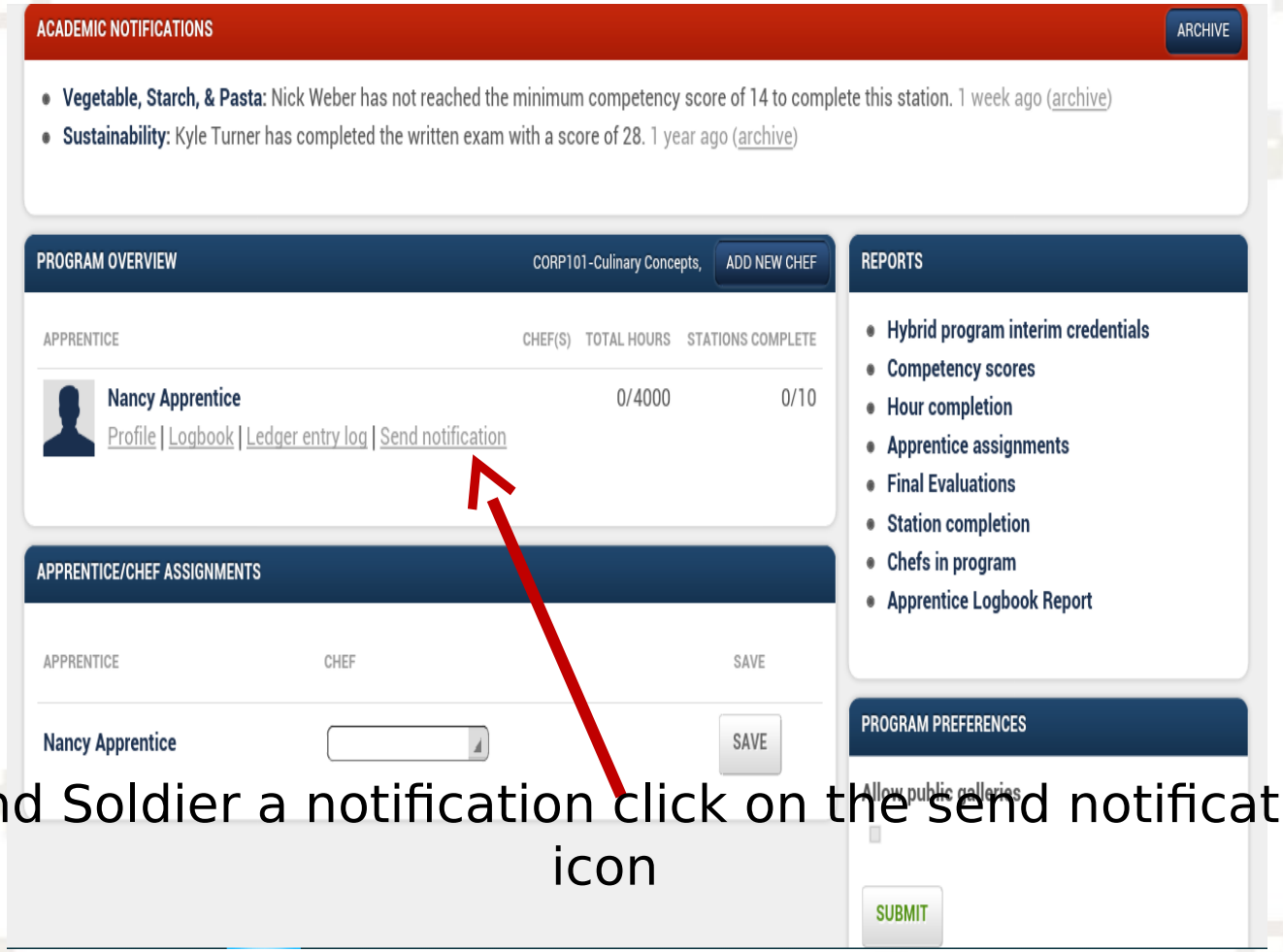
PROGRAM OVERVIEW
CORP101-Culinary Concepts,
ADD NEW CHEF
APPRENTICE
CHEF(S)
TOTAL HOURS
STATIONS COMPLETE
Nancy Apprentice
0/4000
0/10
Profile | Logbook | Ledger entry log | Send notification
APPRENTICE/CHEF ASSIGNMENTS
APPRENTICE
CHEF
SAVE
Nancy Apprentice
SAVE
REPORTS
Hybrid program interim credentials
Competency scores
Hour completion
Apprentice assignments
Final Evaluations
Station completion
Chefs in program
Apprentice Logbook Report
PROGRAM PREFERENCES
Allow public galleries
SUBMIT



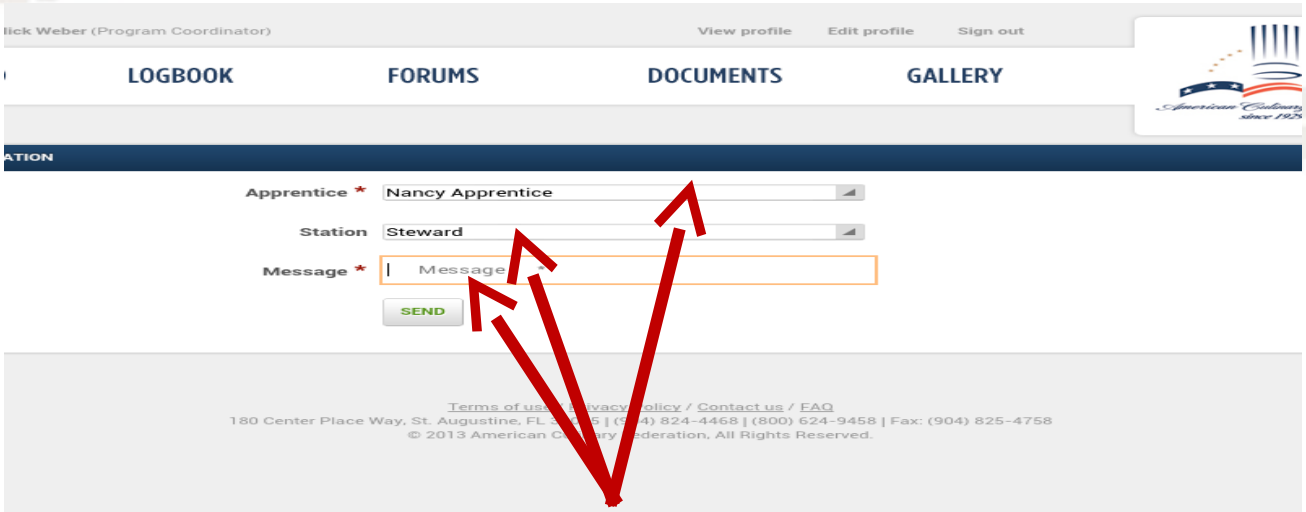
To view Soldier ledger entry log click on the ledger entry log icon

View:
Station,
Date,
Hours &
Delete entry in Soldier ledger



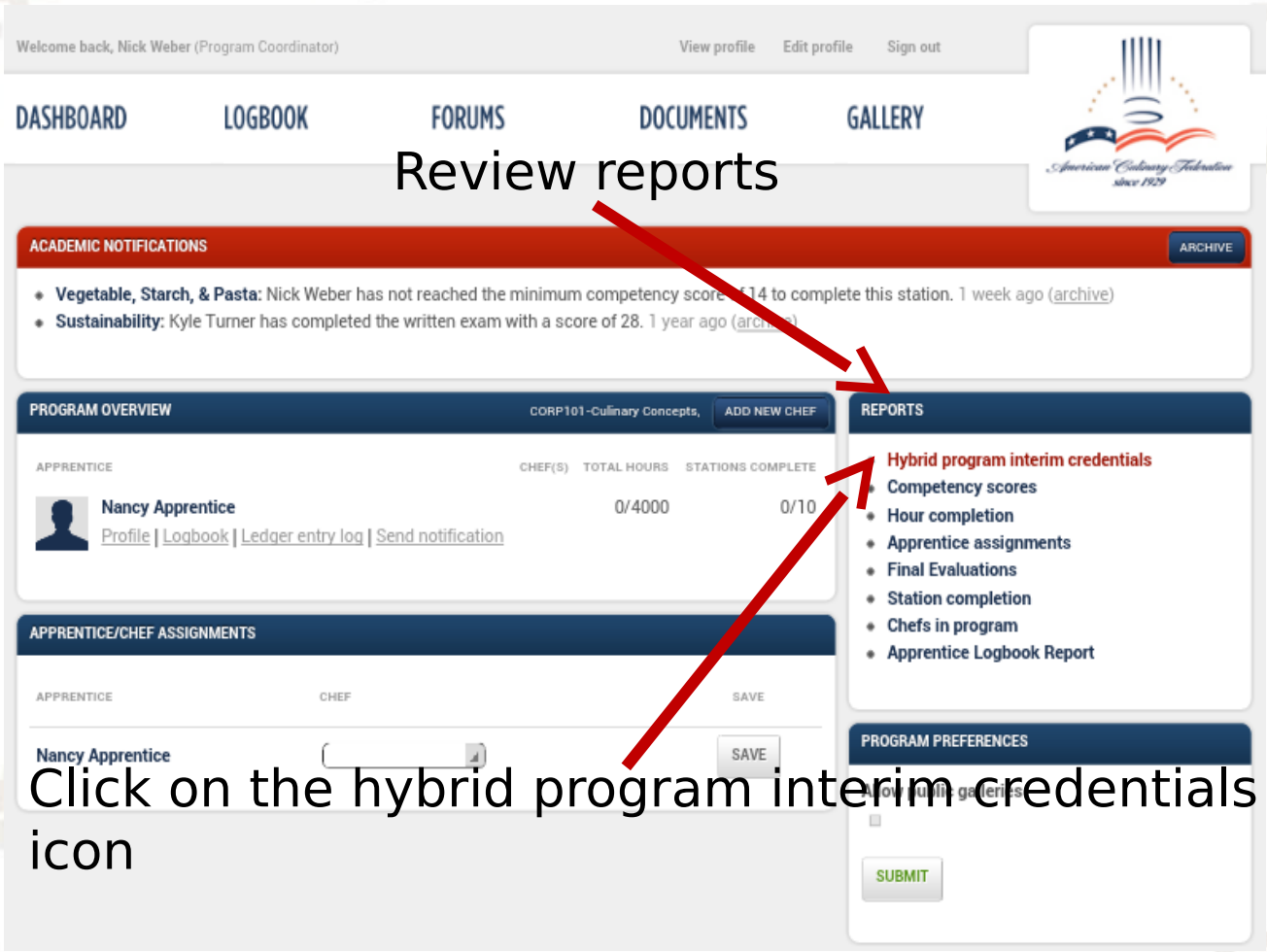


To send Soldier a notification click on the send notification icon



To send a notification click on the station drop down box and pick which station you would like to discuss

Enter your message in the message block and click the submit Icon


Welcome back, Nick Weber (Program Coordinator)
View profile
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Sign out
DASHBOARD
LOGBOOK
FORUMS
DOCUMENTS
GALLERY
Review reports
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Nancy Apprentice
0/4000
0/10
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APPRENTICE
CHEF
SAVE
Nancy Apprentice
SAVE
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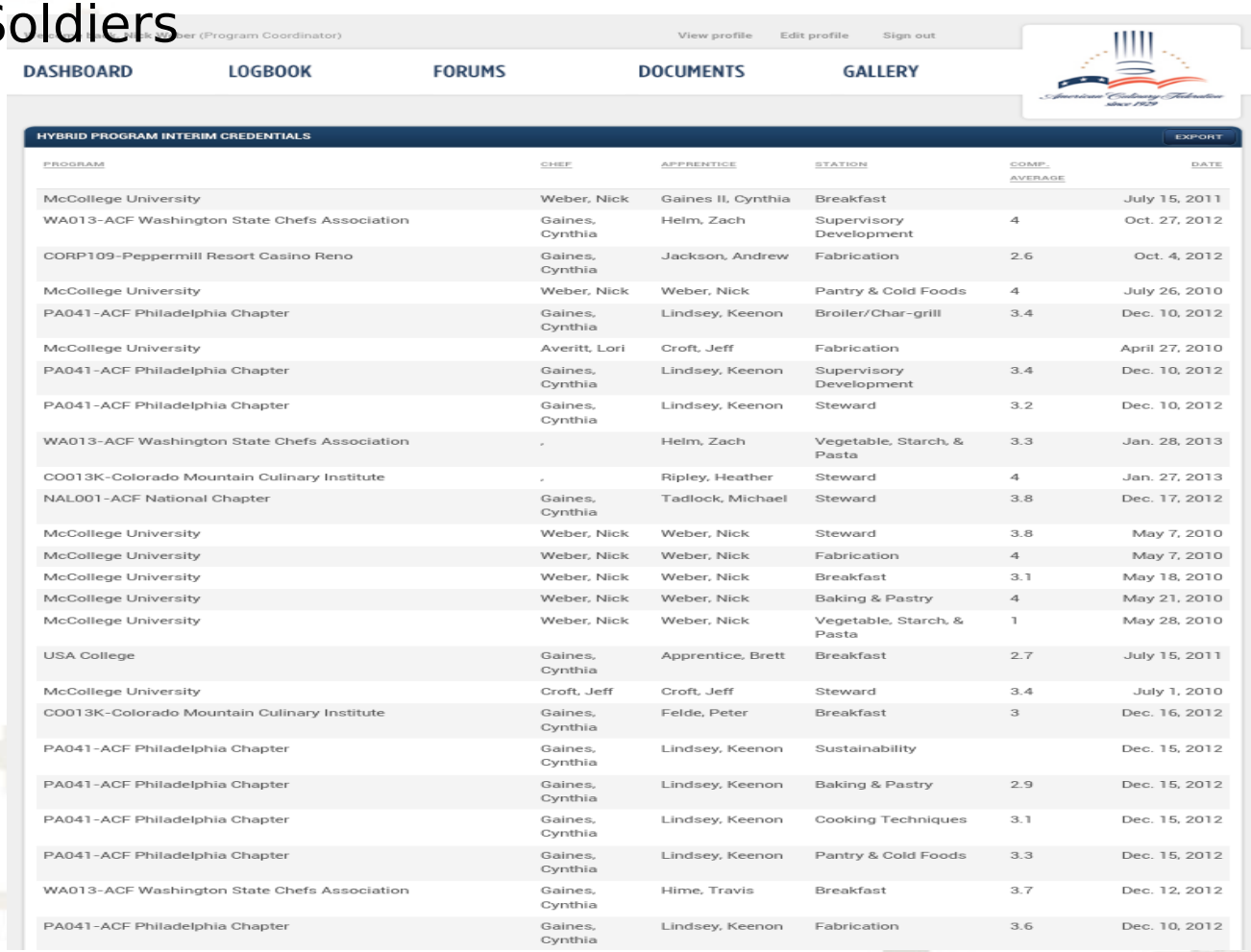
Hybrid program interim credentials
Competency scores
Hour completion
Apprentice assignments
Final Evaluations
Station completion
Chefs in program
Apprentice Logbook Report
PROGRAM PREFERENCES
SUBMIT
Click on the hybrid program interim credentials icon

View hybrid program Interim credentials for Soldiers

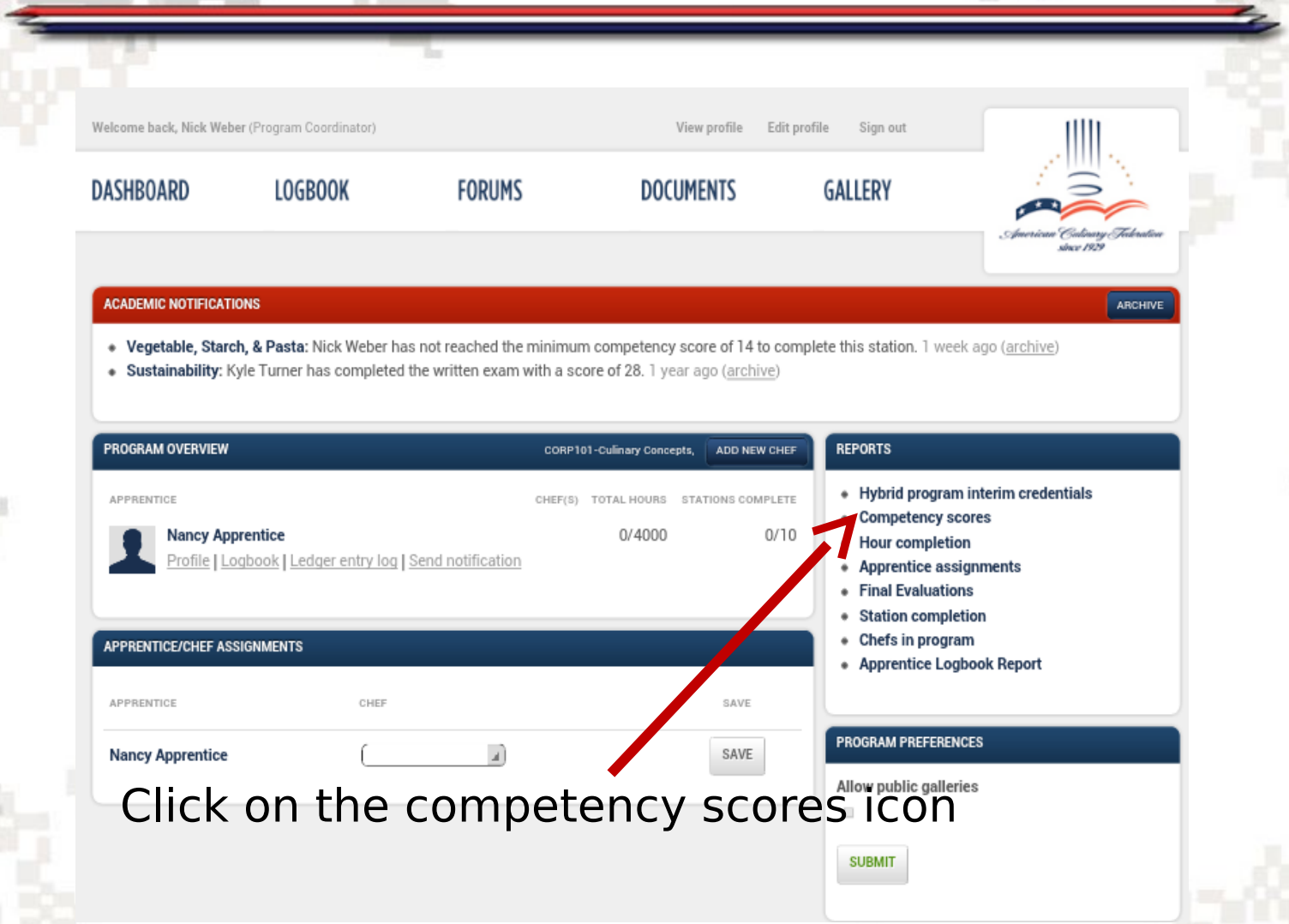


er (Program Coordinator) View profile Edit profile Sign out

DASHBOARD LOGBOOK FORUMS DOCUMENTS GALLERY

HYBRID PROGRAM INTERIM CREDENTIALS EXPORT

PROGRAM	CHEF	APPRENTICE	STATION	COMP. AVERAGE	DATE
McCollege University	Weber, Nick	Gaines II, Cynthia	Breakfast		July 15, 2011
WA013-ACF Washington State Chefs Association	Gaines, Cynthia	Helm, Zach	Supervisory Development	4	Oct. 27, 2012
CORP109-Peppermill Resort Casino Reno	Gaines, Cynthia	Jackson, Andrew	Fabrication	2.6	Oct. 4, 2012
McCollege University	Weber, Nick	Weber, Nick	Pantry & Cold Foods	4	July 26, 2010
PA041-ACF Philadelphia Chapter	Gaines, Cynthia	Lindsey, Keenon	Broiler/Char-grill	3.4	Dec. 10, 2012
McCollege University	Averitt, Lori	Croft, Jeff	Fabrication		April 27, 2010
PA041-ACF Philadelphia Chapter	Gaines, Cynthia	Lindsey, Keenon	Supervisory Development	3.4	Dec. 10, 2012
PA041-ACF Philadelphia Chapter	Gaines, Cynthia	Lindsey, Keenon	Steward	3.2	Dec. 10, 2012
WA013-ACF Washington State Chefs Association	,	Helm, Zach	Vegetable, Starch, & Pasta	3.3	Jan. 28, 2013
CO013K-Colorado Mountain Culinary Institute	,	Ripley, Heather	Steward	4	Jan. 27, 2013
NAL001-ACF National Chapter	Gaines, Cynthia	Tadlock, Michael	Steward	3.8	Dec. 17, 2012
McCollege University	Weber, Nick	Weber, Nick	Steward	3.8	May 7, 2010
McCollege University	Weber, Nick	Weber, Nick	Fabrication	4	May 7, 2010
McCollege University	Weber, Nick	Weber, Nick	Breakfast	3.1	May 18, 2010
McCollege University	Weber, Nick	Weber, Nick	Baking & Pastry	4	May 21, 2010
McCollege University	Weber, Nick	Weber, Nick	Vegetable, Starch, & Pasta	1	May 28, 2010
USA College	Gaines, Cynthia	Apprentice, Brett	Breakfast	2.7	July 15, 2011
McCollege University	Croft, Jeff	Croft, Jeff	Steward	3.4	July 1, 2010
CO013K-Colorado Mountain Culinary Institute	Gaines, Cynthia	Felde, Peter	Breakfast	3	Dec. 16, 2012
PA041-ACF Philadelphia Chapter	Gaines, Cynthia	Lindsey, Keenon	Sustainability		Dec. 15, 2012
PA041-ACF Philadelphia Chapter	Gaines, Cynthia	Lindsey, Keenon	Baking & Pastry	2.9	Dec. 15, 2012
PA041-ACF Philadelphia Chapter	Gaines, Cynthia	Lindsey, Keenon	Cooking Techniques	3.1	Dec. 15, 2012
PA041-ACF Philadelphia Chapter	Gaines, Cynthia	Lindsey, Keenon	Pantry & Cold Foods	3.3	Dec. 15, 2012
WA013-ACF Washington State Chefs Association	Gaines, Cynthia	Hime, Travis	Breakfast	3.7	Dec. 12, 2012
PA041-ACF Philadelphia Chapter	Gaines, Cynthia	Lindsey, Keenon	Fabrication	3.6	Dec. 10, 2012



Click on the competency scores icon

View Soldiers Competency Scores

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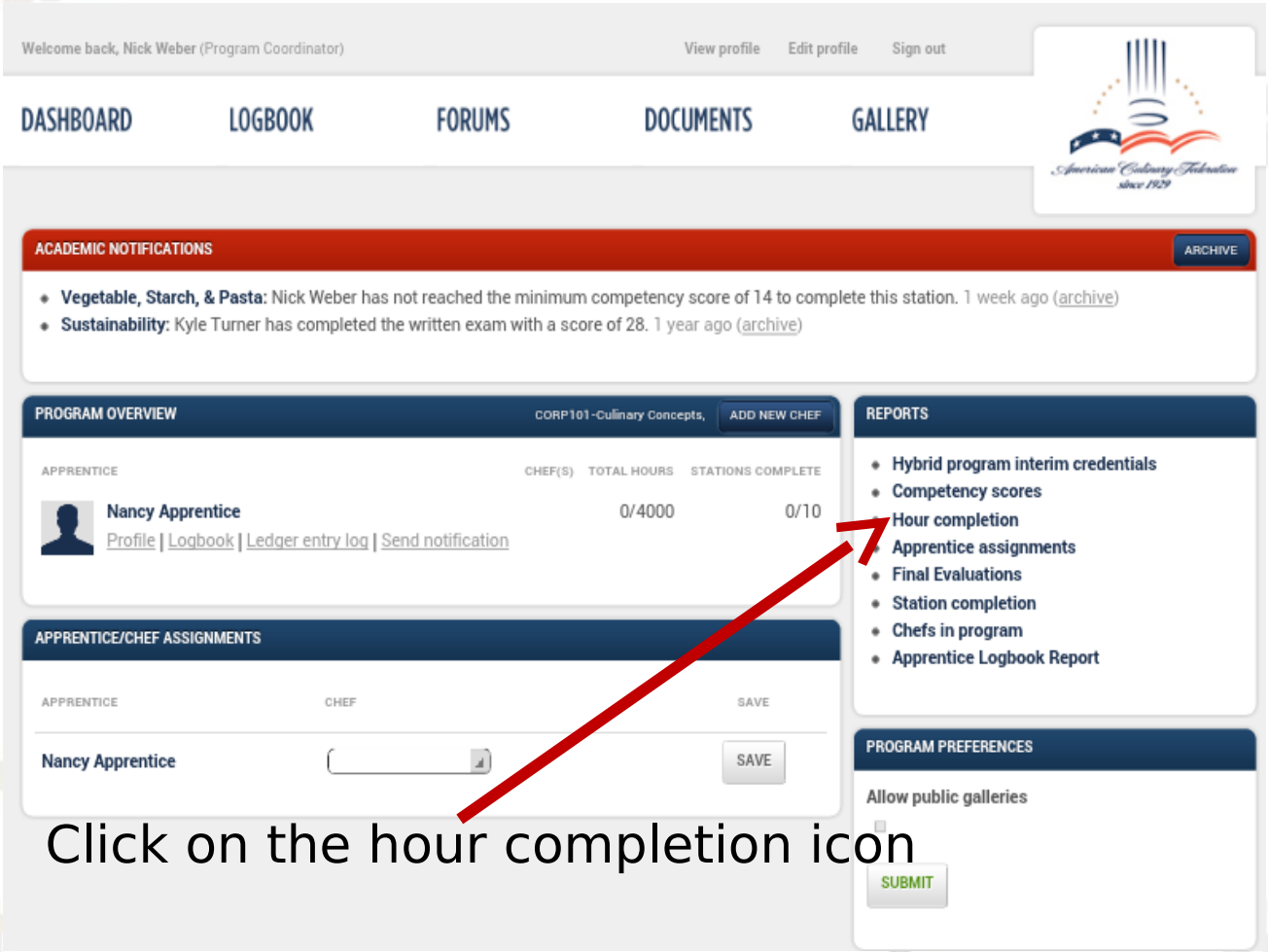
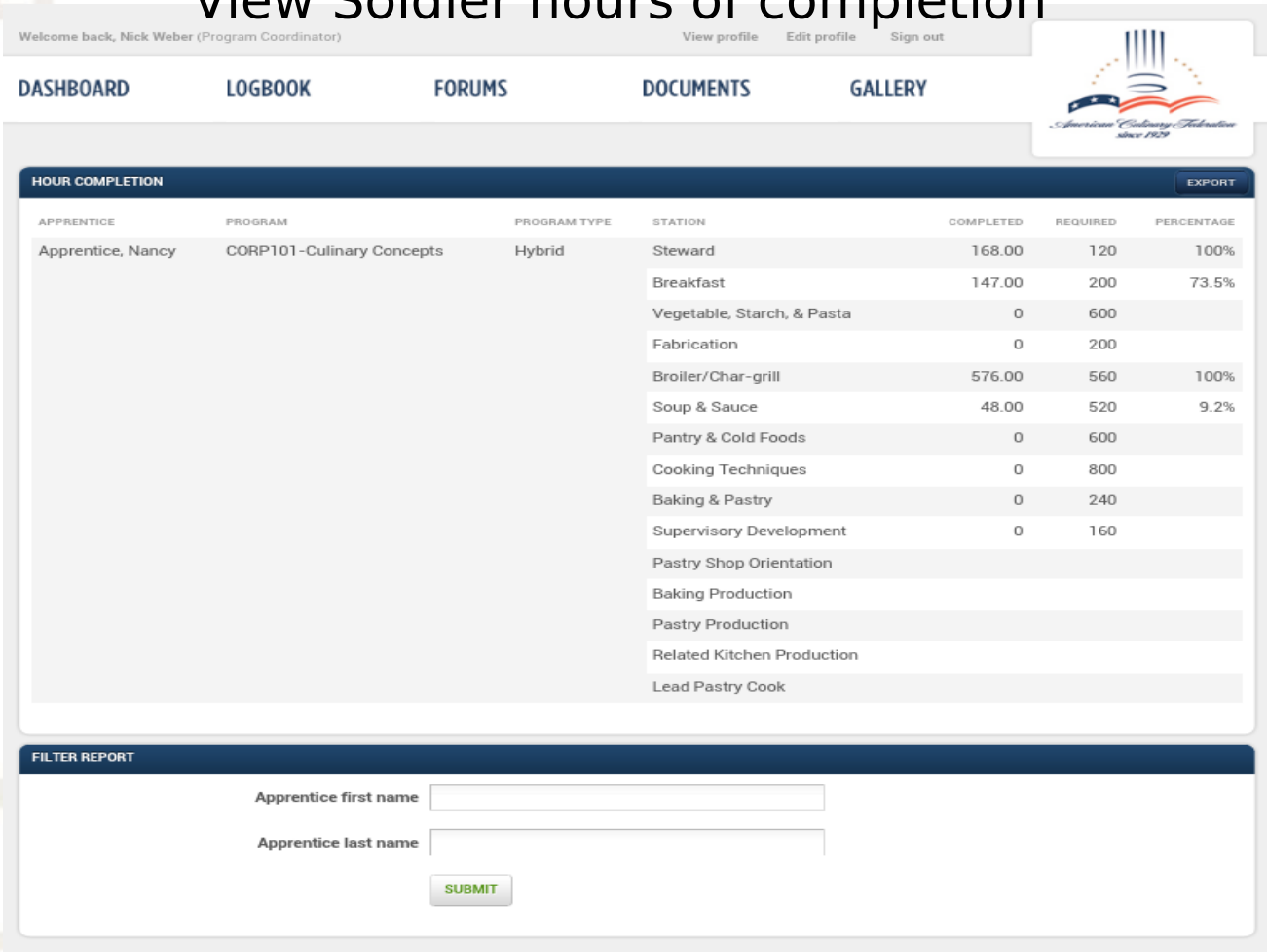
COMPETENCY CREDENTIALS EXPORT

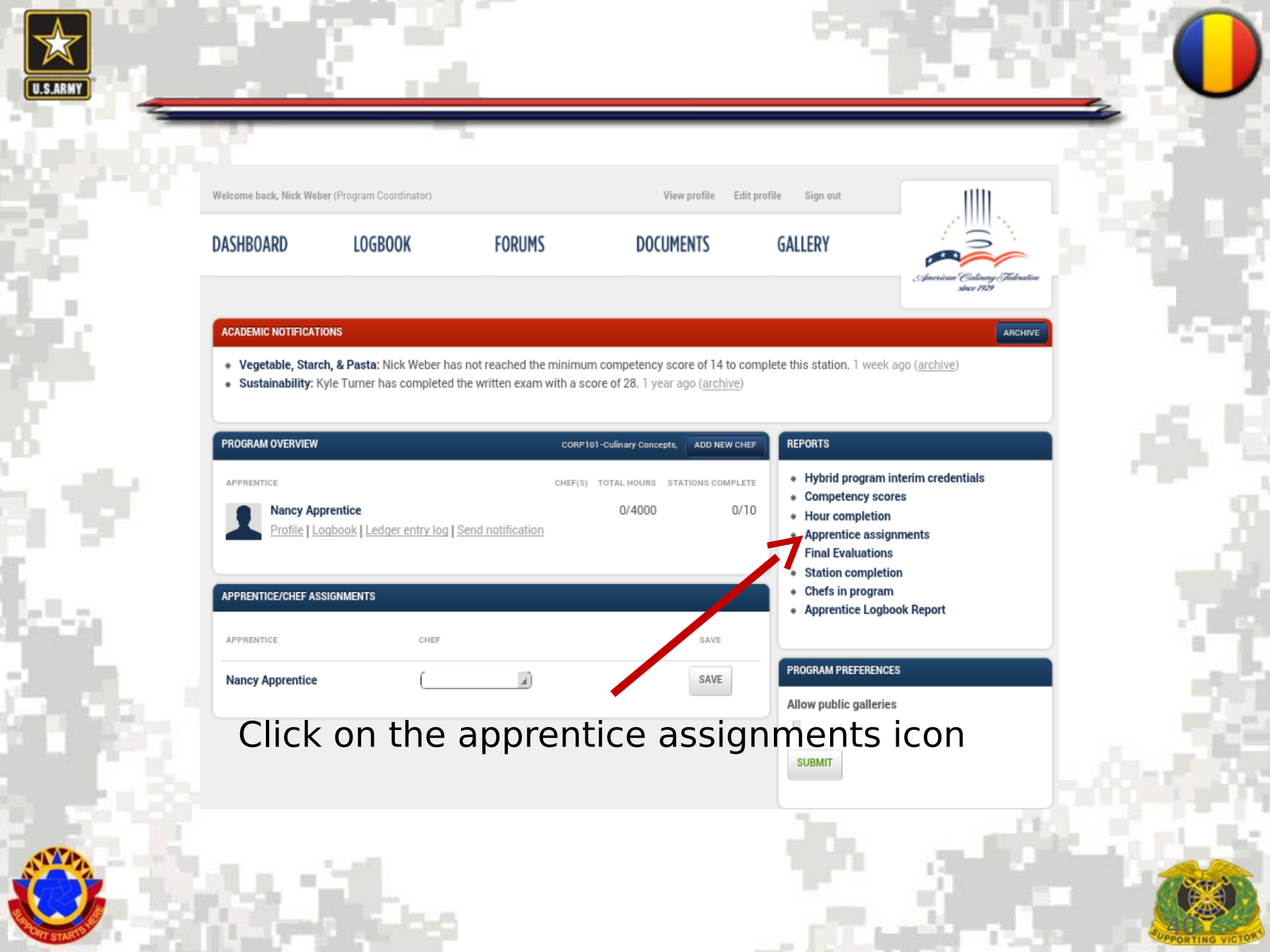
CHEF	APPRENTICE	COMPETENCY	STATION	SCORE	DATE
Averitt, Lori	Croft, Jeff	Sanitation, Safety, and Professionalism	Breakfast	3	April 23, 2010
Averitt, Lori	Croft, Jeff	Tools and Equipment	Breakfast	1	April 23, 2010
Averitt, Lori	Averitt, Lori	Sanitation, Safety and Professionalism	Steward	3	April 23, 2010
Averitt, Lori	Averitt, Lori	Product Identification and Knowledge	Steward	3	April 23, 2010
Averitt, Lori	Averitt, Lori	Production	Steward	3	April 23, 2010
Averitt, Lori	Averitt, Lori	Tools and Equipment	Steward	4	April 23, 2010
Averitt, Lori	Averitt, Lori	Nutrition	Vegetable, Starch, & Pasta	4	April 23, 2010
Averitt, Lori	Averitt, Lori	Garnishment and Layout	Vegetable, Starch, & Pasta	3	April 23, 2010
Averitt, Lori	Averitt, Lori	Production	Vegetable, Starch, & Pasta	3	April 23, 2010
Averitt, Lori	Averitt, Lori	Product Identification and Knowledge	Vegetable, Starch, & Pasta	3	April 23, 2010
Averitt, Lori	Averitt, Lori	Tools and Equipment	Vegetable, Starch, & Pasta	4	April 23, 2010
Averitt, Lori	Averitt, Lori	Sanitation, Safety and Professionalism	Vegetable, Starch, & Pasta	4	April 23, 2010
Fraser, Jonathan	Hime, Travis	Sanitation, Safety and Professionalism	Steward	4	Nov. 16, 2012
Broulette, John	Balke, Martin	Sanitation, Safety and Professionalism	Steward	3	Nov. 10, 2012
Broulette, John	Balke, Martin	Tools and Equipment	Steward	3	Nov. 10, 2012
Broulette, John	Balke, Martin	Product Identification and Knowledge	Steward	2	Nov. 10, 2012
Broulette, John	Balke, Martin	Production	Steward	3	Nov. 10, 2012
Broulette, John	Balke, Martin	Sustainability through Purchasing/Procurement	Steward	2	Nov. 10, 2012
Davis, David	Butler, Paul	Sustainability through Purchasing/Procurement	Steward	2	Oct. 14, 2012
Davis, David	Butler, Paul	Production	Steward	4	Oct. 14, 2012
Davis, David	Butler, Paul	Product Identification and Knowledge	Steward	3	Oct. 14, 2012
Davis, David	Butler, Paul	Tools and Equipment	Steward	3	Oct. 14, 2012
Averitt, Lori	Croft, Jeff	Production	Steward	3	April 25, 2010
Averitt, Lori	Croft, Jeff	Product Identification and Knowledge	Steward	4	April 25, 2010



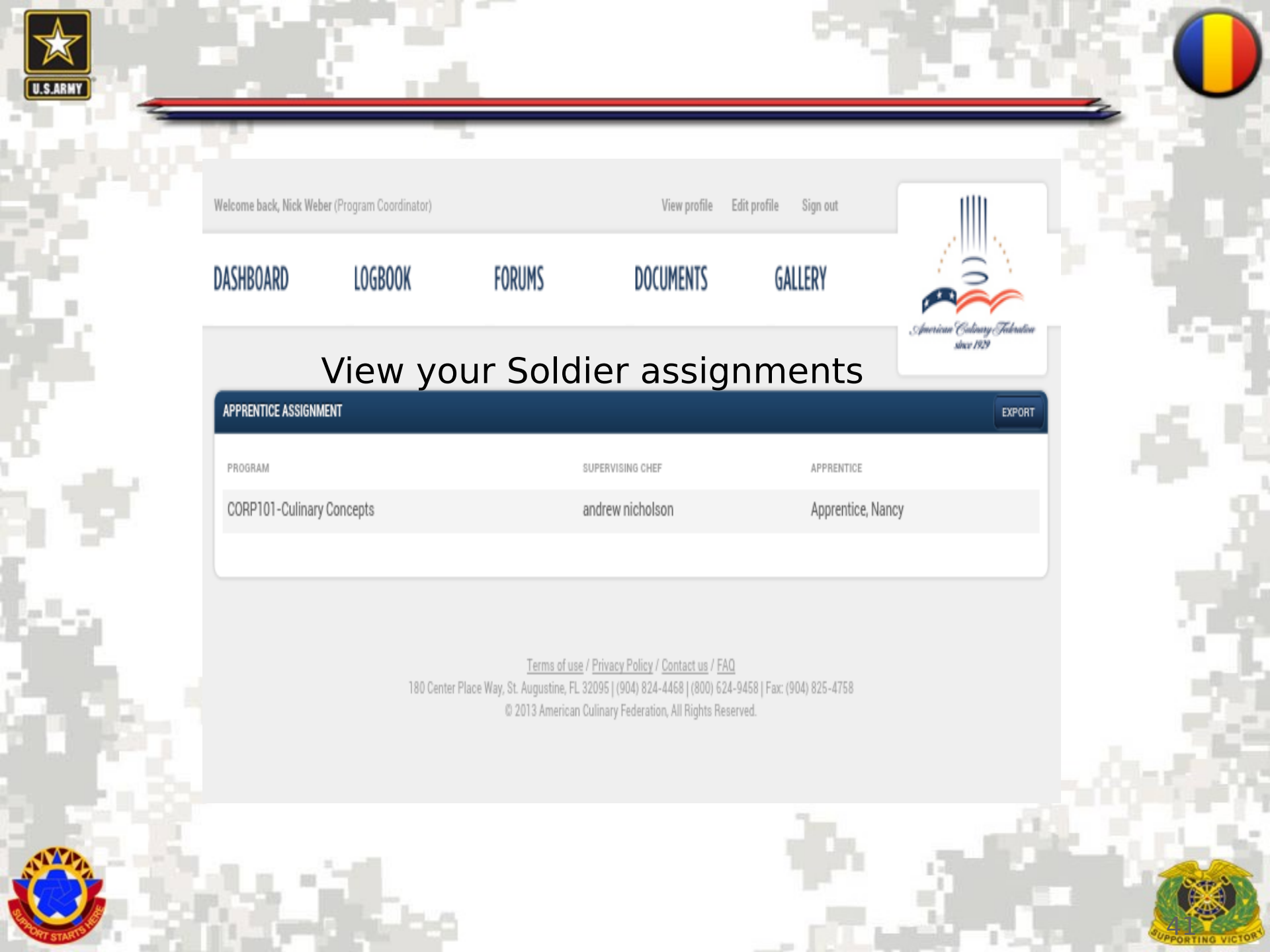
Click on the hour completion icon

View Soldier hours of completion





Click on the apprentice assignments icon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andrew nicholson
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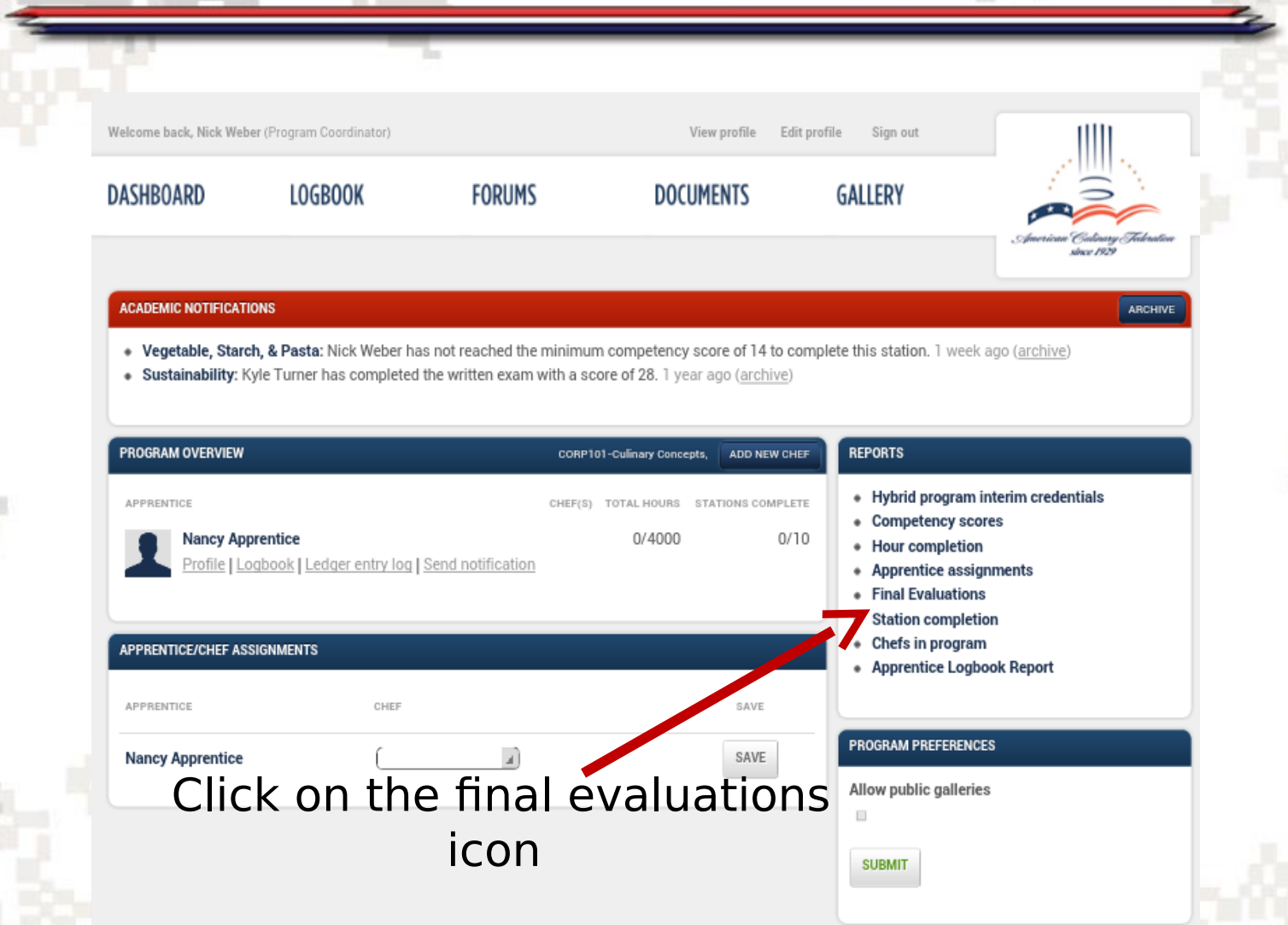
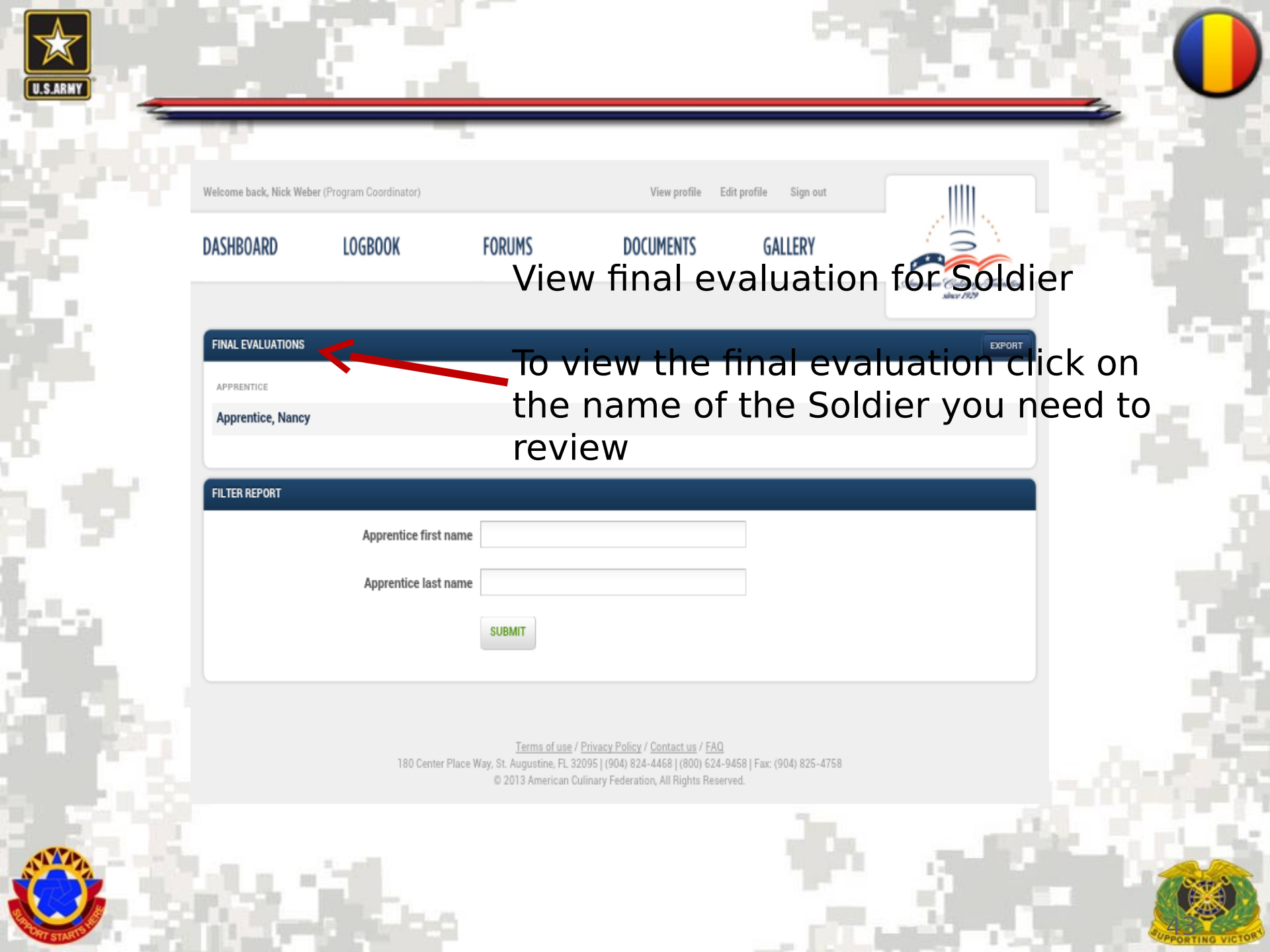


Click on the final evaluations icon



View final evaluation for Soldier

To view the final evaluation click on the name of the Soldier you need to review

View the final evaluation of Soldier

FINAL EVALUATION

Station:	Minimum Score	Evaluation:
1. STEWARD	10	0
2. BREAKFAST	14	0
3. VEGETABLE, STARCH, & PASTA	14	0
4. FABRICATION	10	0
5. BROILER/CHAR-GRILL	14	0
6. SOUP & SAUCE	14	0
7. PANTRY & COLD FOODS	14	0
8. COOKING TECHNIQUES	14	0
9. BAKING & PASTRY	14	0
10. SUPERVISORY DEVELOPMENT	10	0
Minimum score to complete 128	TOTAL SCORE:	0

Nancy Apprentice
Apprentice Name (Please Print)

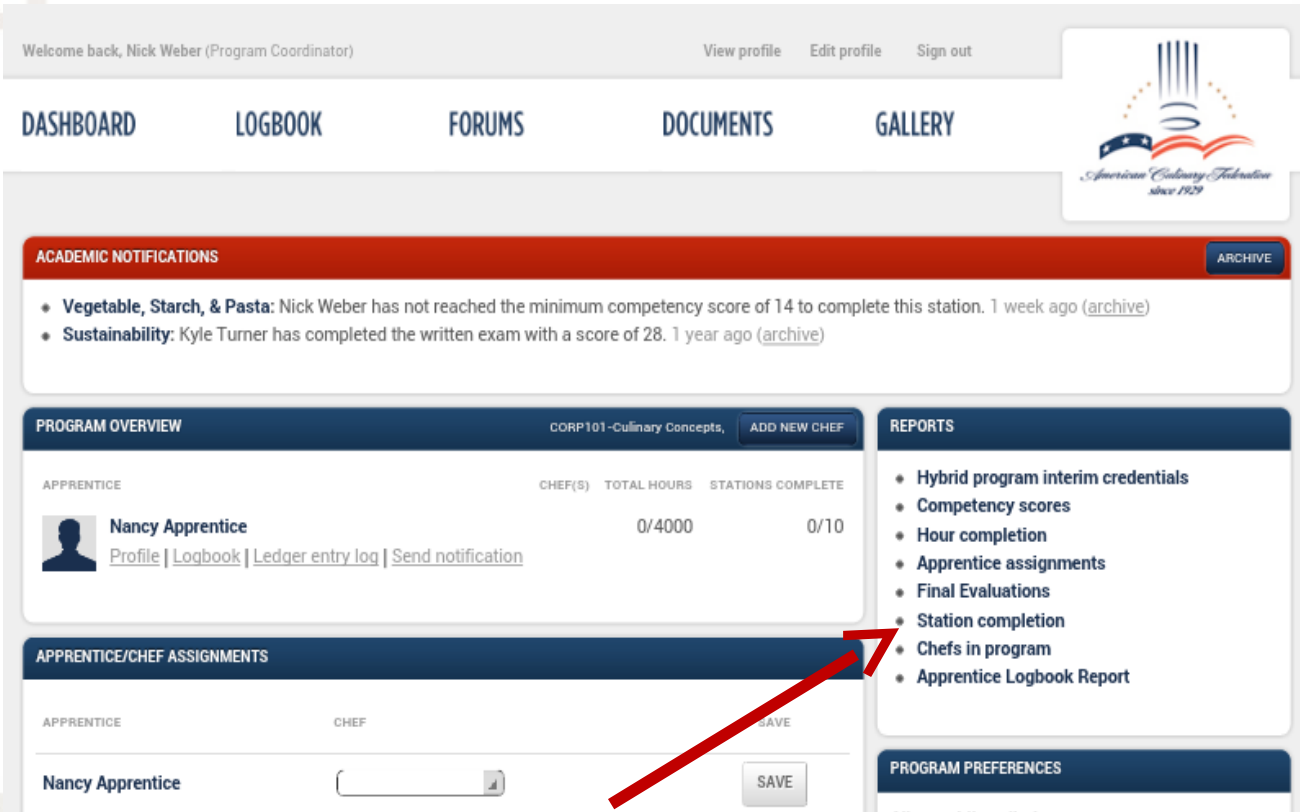
NAL001-ACF National Chapter
Chapter/Program Name (Please Print)

Authorization of Completion:

Supervising Chef - signature — Date

Apprenticeship Committee Chair - signature — Date

ACFEF National Apprenticeship Training Program For Cooks Training Log July 2009



Click on the station completion Icon

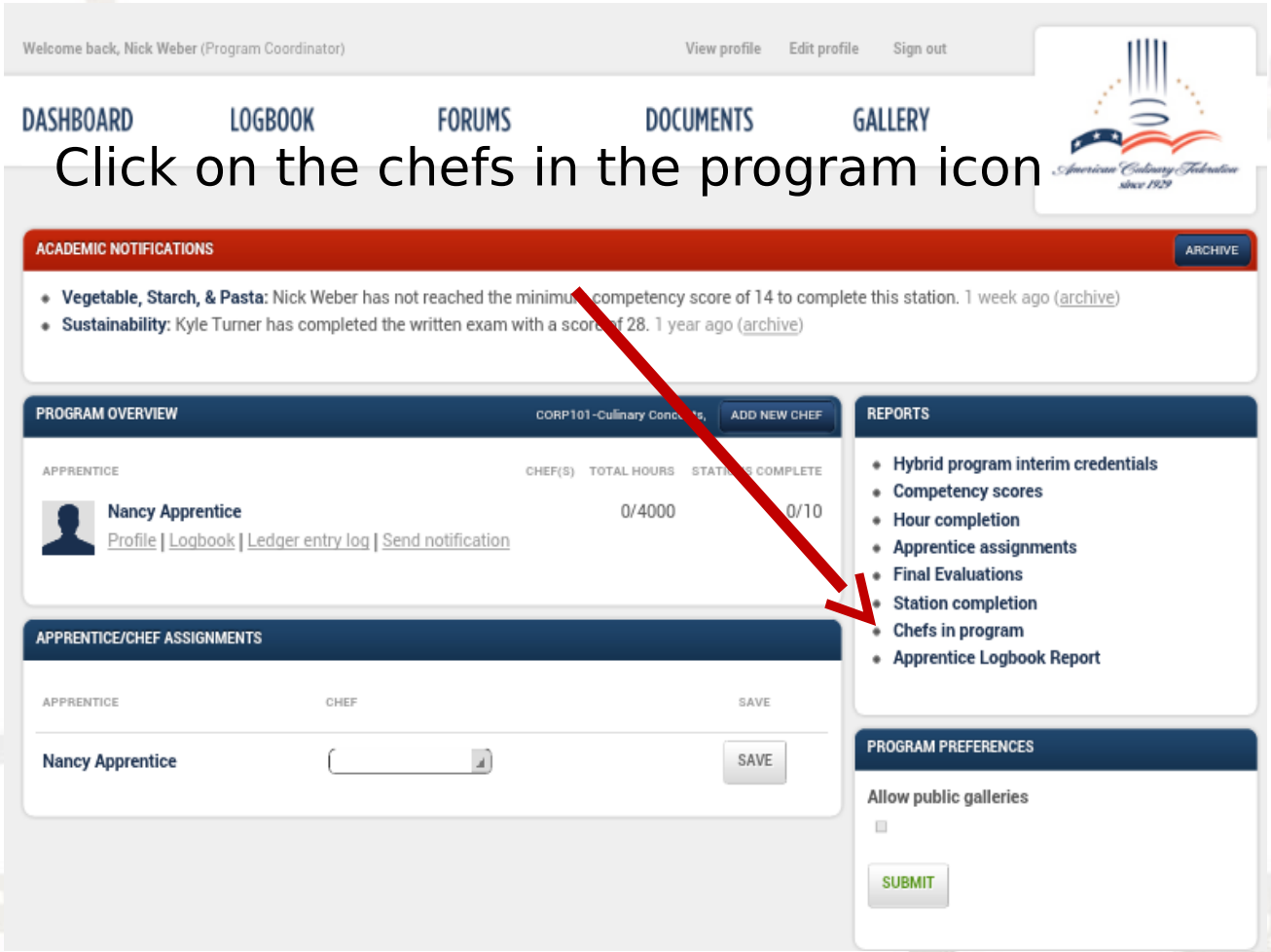
View Soldier station completion

DASHBOARD LOGBOOK FORUMS DOCUMENTS GALLERY

STATION COMPLETION EXPORT

The "attempted" column is how many apprentices under that chef have attempted that station. The "passed" column is how many apprentices under that chef have passed that station.

CHEF	PROGRAM	STATION	ATTEMPTED	PASSED	PERCENTAGE
Gaines, CR	CORP101-Culinary Concepts	Steward	0	0	
		Breakfast	0	0	
		Vegetable, Starch, & Pasta	0	0	
		Fabrication	0	0	
		Broiler/Char-grill	0	0	
		Soup & Sauce	0	0	
		Pantry & Cold Foods	0	0	
		Cooking Techniques	0	0	
		Baking & Pastry	0	0	
		Supervisory Development	0	0	
		Pastry Shop Orientation			
		Baking Production			
		Pastry Production			
		Related Kitchen Production			
		Lead Pastry Cook			
Round, Clarence	CORP101-Culinary Concepts	Steward	0	0	
		Breakfast	0	0	
		Vegetable, Starch, & Pasta	0	0	
		Fabrication	0	0	
		Broiler/Char-grill	0	0	
		Soup & Sauce	0	0	
		Pantry & Cold Foods	0	0	
		Cooking Techniques	0	0	
		Baking & Pastry	0	0	
		Supervisory Development	0	0	
		Lead Pastry Cook			
		Related Kitchen Production			
		Pastry Production			
		Baking Production			
		Pastry Shop Orientation			
Nicholson, Andrew	CORP101-Culinary Concepts	Steward	0	0	
		Breakfast	0	0	
		Vegetable, Starch, & Pasta	0	0	
		Fabrication	0	0	
		Broiler/Char-grill	0	0	
		Soup & Sauce	0	0	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Click on the chefs in the program icon
ACADEMIC NOTIFICATIONS
ARCHIVE
Vegetable, Starch, & Pasta: Nick Weber has not reached the minimum competency score of 14 to complete this station. 1 week ago (archive)
Sustainability: Kyle Turner has completed the written exam with a score of 28. 1 year ago (archive)
PROGRAM OVERVIEW
ADD NEW CHEF
APPRENTICE
CHEF(S)
TOTAL HOURS
STATIONS COMPLETE
Nancy Apprentice
0/4000
0/10
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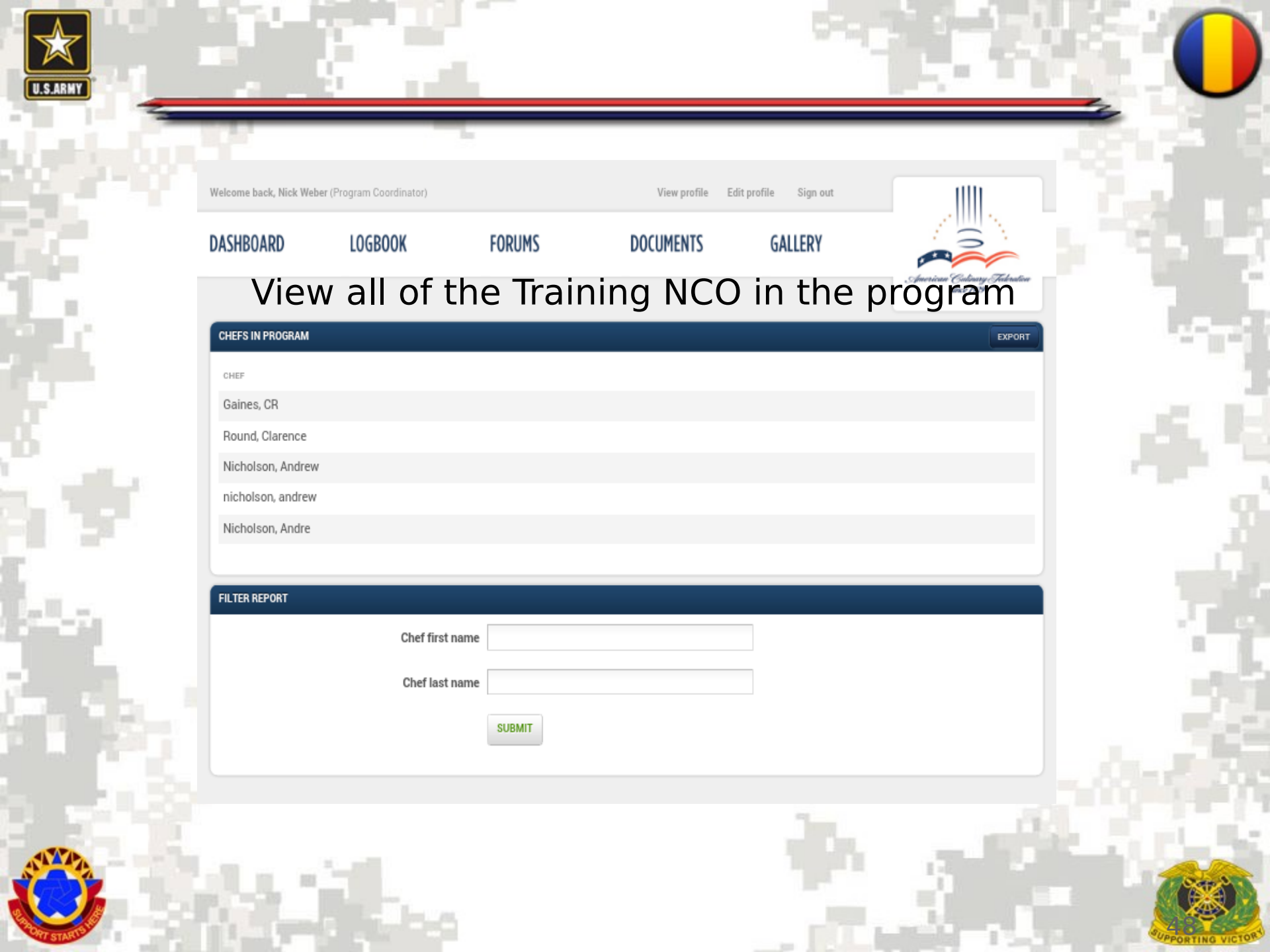
APPRENTICE/CHEF ASSIGNMENTS
APPRENTICE
CHEF
SAVE
Nancy Apprentice
SAVE
REPORTS
Hybrid program interim credentials
Competency scores
Hour completion
Apprentice assignments
Final Evaluations
Station completion
Chefs in program
Apprentice Logbook Report
PROGRAM PREFERENCES
Allow public galleries
SUBMIT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CHEF
Gaines, CR
Round, Clarence
Nicholson, Andrew
nicholson, andrew
Nicholson, Andre
FILTER REPORT
Chef first name
Chef last name
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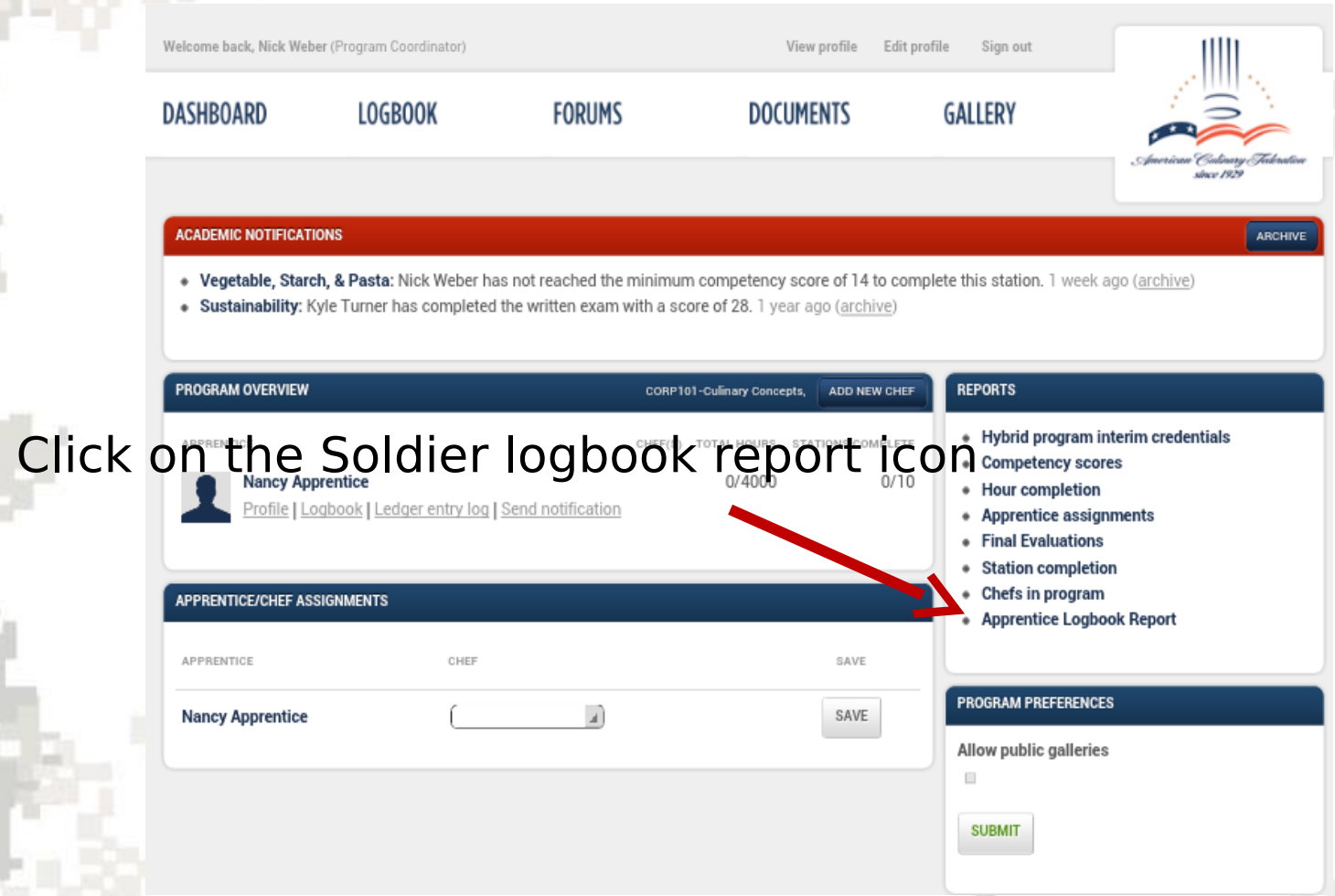
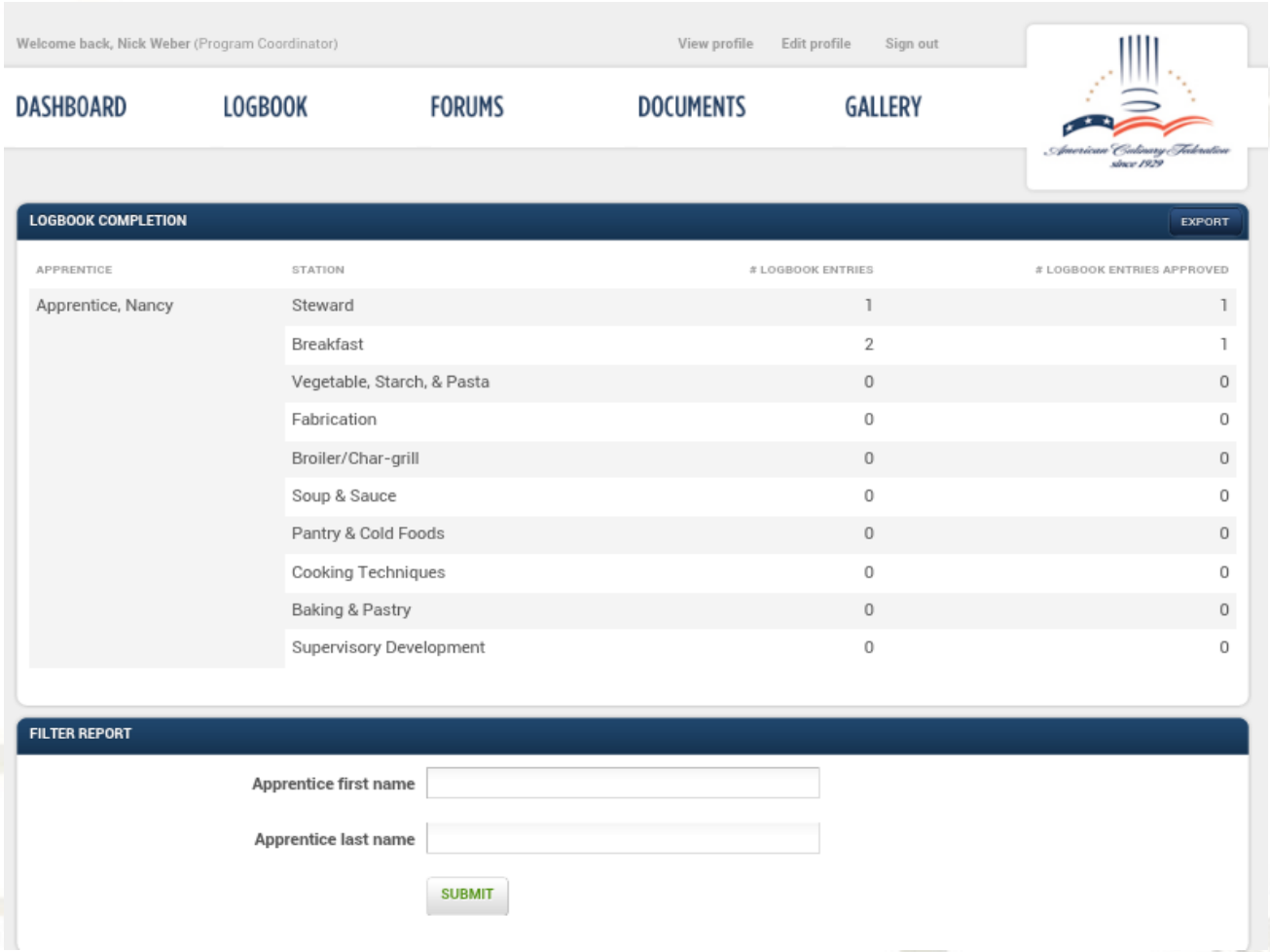


Click on the Soldier logbook report icon

View Soldier logbook completion report



Questions